



FINANCE COMMITTEE MEETING MINUTES

Date: March 12, 2019

Time: 3:00 p.m.

1. Call to Order

3:00 p.m.

2. Roll Call

Members present: Tina Hubert, Beverly Obert - Chair, and Sandra West

Others present: Leslie Bednar, Adrienne Elam, Colleen Dettenmeier, Rhonda Johnisee, Cheryl Noll, and Shirley Paden

3. Approval of Minutes from February 12, 2019 Meeting

Motion to approve by Sandra West, seconded by Tina Hubert. Motion approved by voice vote.

4. Unfinished Business - None.

5. New Business

- a) Acceptance of February 2019 Bills – Motion to accept by Tina Hubert, seconded by Sandra West. Motion carried by unanimous roll call vote. Adrienne Elam answered questions regarding the Dreamhost Domain Name and AATRIX purchases. In addition, since the Dreamhost Domain Name purchases are a pass-through item and a convenience for our members, Adrienne Elam will look into why and if we should continue to take on this responsibility.
- b) Acceptance of February 28, 2019 Financial Reports – Motion to accept by Sandra West, seconded by Tina Hubert. Motion carried by voice vote. Tina Hubert stated how much she appreciates the layout, the completeness, and how easy it is to read these reports. Adrienne Elam shared some specifics regarding the Public Relation Budget line, additional funding payments from the state have been received, and that future payments are listed on the Comptroller's website.
- c) Edwardsville Building Renovation Status –Leslie Bednar gave an update on what Louer Facility Planners have completed, the invoice we received, and the need to have Korte-Luitjohan here for their estimate. The invoice we received includes the estimate to have changes made to the back entryway so that all deliveries may be received at the back door. It was determined that the invoice should be paid once we received the architectural drawings via Auto CAD electronic file formats. A motion was made to approve moving the payment of the invoice(s) to the Board for their approval. Motion by Tina Hubert and seconded by Sandra West was carried.

6. Next Steps

- a) A discussion was held and it was determined that the next meeting will be on April 16, 2019 at 3:00pm

7. Public Comment – None.

8. Announcements – None.

9. Adjournment

3:31 p.m. Motion to approve by Tina Hubert, seconded by Sandra West. Motion approved.