

FINANCE COMMITTEE MEETING MINUTES

Date: October 9, 2018

Time: 3:00 p.m.

Call to Order

3:00 p.m.

Roll Call

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

Absent: Robert Paarlberg and Sara Zumwalt

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

Approval of Minutes

From September 11, 2018 – Tina Hubert motioned to postpone approval of these minutes due to corrections that need to be made. Sandra West seconded the motion. New minutes will be reviewed and presented at the October meeting. Motion approved.

Unfinished Business - none

New Business

- September 2018 Bills – Motion to accept by Tina Hubert, seconded by Sandra West. Motion carried by unanimous roll call vote.
- September 30, 2018 Financial Reports – Motion to accept by Sandra West, seconded by Tina Hubert. Motion carried. Adrienne Elam gave an overview of the Financial Reports. Adrienne answered the questions regarding: cash, cash equivalent, SHARE reserves, transfers of funds, restriction of funds, which Grants the General fund is currently funding, and the status of System Area & Per Capita Grant payments.
- Cleaning contract for Champaign – there was no attachment. Motion to move forward to present to the full board by Tina Hubert, seconded by Sandra West. Motion carried by unanimous roll call vote. Adrienne Elam shared the contract specifics:
 - a. The cleaning contract was not originally budgeted for in FY19.
 - b. The total contract for the year will be over \$2,500.
 - c. The cost will be \$150 per week which equals \$7,800 per year.
 - d. This expense will overstate the “Building and Grounds” budget line.
 - e. Previously an IHLS employee had been doing the cleaning, but his duties have been restructured and an outside company is needed.

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Next Steps – none.

Next meeting – Tuesday, November 13, 2018 at 3:00 p.m.

Public Comment – none.

Announcements – none.

Adjournment

3:20 p.m. Motion to approve by Tina Hubert, seconded by Sandra West. Motion approved.