



Illinois Heartland Library System

FINANCE COMMITTEE MEETING MINUTES

Date: May 12, 2025

Time: 4:00 p.m.

Call to Order

Sarah Hill called the meeting to order at 4:00 p.m.

Roll Call

Committee Members Present: Ann Chandler, Sarah Hill, Ryan Johnson, Kristi Lear, and Michael Treece

Committee Members Absent: None

Other Attendees & Guests: Leslie Bednar, Rhonda Johnisee, and Traci Wadsworth

Public Comment

None

Approve April 14, 2025, Minutes ([Attachment 4.1](#))

No discussion.

Approved by unanimous consent.

Unfinished Business

Review of the FY2026 Draft Budget and Budget Narrative ([Attachment 5.1](#))

The Finance Director reviewed the modifications made to the FY2026 budget since the version presented in April. A committee member voiced concerns about the General Fund deficit and proposed potential budget cuts to address the issue.

Ryan Johnson motioned, and Kristi Lear seconded to move the FY2026 draft budget and budget narrative to the full board for review. The motion was carried by a roll call vote. Ann Chandler – no, Sarah Hill – yes, Ryan Johnson – yes, Kristi Lear – yes, and Michael Treece - yes.

New Business

Acceptance of April 2025 Bills ([Attachment 6.1](#))

Before the meeting, the Executive Director responded via email to a committee member's inquiries on various topics, including concerns about mileage reimbursement, specifically regarding why five staff members from the same hub traveled separately to the Reaching Forward South conference in Effingham. Other topics covered in the email included lawn care quotes for the Edwardsville office, Uber fees related to the Innovative Users Group conference, planned attendance for FY2026, and branded items.

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Michael Treece motioned, and Ryan Johnson seconded to move the April 2025 bills to the full board for review. Motion carried unanimously by roll call vote.

Review of April 30, 2025, Financial Reports ([Attachment 6.2](#))

The Finance Director presented the financial reports, noting that IHLS has returned the unused portion of the CMC grant funds to the Illinois State Library. Additionally, they highlighted the receipt of the third-quarter iLEAD Library Trustee Training grant revenue this past week, which will be reflected in next month's statements. The General and SHARE funds were reported to be in strong standing, with revenues and expenses performing well for the year. The committee had no additional comments or discussion.

FY2026 Liability Insurance ([Attachment 6.3](#))

The Finance Director informed the committee that while we are still awaiting three potential quotes, we have received a renewal from our current carrier. In response to a committee member's inquiry about our claim's history, the Finance Director explained that there is an outstanding workers' compensation claim, along with three deer-related vehicle accidents from the past year. To mitigate future claims, we are implementing additional training and equipping vehicles with deer whistles as a proactive measure for insurers.

Public Comment

None

Announcements

The Finance Director announced that the FY2025 audit fieldwork is scheduled for the week of August 4, 2025, and the audit will be presented at the September committee and board meeting.

Adjournment

Adjourned at 4:16 p.m.