



Illinois Heartland Library System

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## FINANCE COMMITTEE MEETING MINUTES

Date: October 12, 2017

Time: 3:00 p.m.

**Call to Order:** 3:02 pm

### Roll Call

*Members present: Mary Biel, Tina Hubert, John Phillips, Sandra West, and Sara Zumwalt*

*Others present: Colleen Dettenmeier, Adrienne Elam, Rhonda Johnisee, and Shirley Paden*

**Approval of Minutes** – From September 14, 2017 – Motion to approve by Sandra West, seconded by Tina Hubert. Motion approved.

**Unfinished Business** – None

### New Business –

- September 2017 bills – Motion to accept by Tina Hubert, seconded by Mary Biel. Motion carried by unanimous roll call vote. Sandra West questioned checks #18950, 18992, 18953 and 19004. Why are we still paying a SWAT team member since Dream Grant has ended? Adrienne Elam shared that this was in the general budget to assist SHARE with the remaining Dream Grant libraries. Was the HVAC repair analyzed for replacement versus repair? Adrienne Elam replied that she will do further investigation. Is the flood insurance something we normally pay annually? Adrienne Elam replied “Yes, this is for the Carbondale location.” Sara Zumwalt questioned check #18984 to Busey Bank, is that paying for the credit card. Adrienne Elam replied “Yes.” Sara Zumwalt wanted verification that the Best Buy credit card charge was for removal of GPS units. Adrienne Elam responded “Yes.”
- September 2017 Financial Reports – Motion to accept by Sandra West, seconded by Tina Hubert. Motion carried by unanimous roll call vote.

**Next Step** – None

**Next Meeting** - Thursday, November 16, 2017 at 3:00pm

**Public Comment** – Adrienne Elam shared that ISL has approved all of our grant application as was noted in her IHLS Financial Report narrative. The payment for the federal portion of the FY2018 Area Per Capita should be sent out to us next week. John Phillips questioned “have we

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received any FY2018 funds. Adrienne Elam shared that we have not received any FY2018 as of yet. John Phillips then questioned did we collect all the FY2017 funds? Adrienne Elam responded "Yes."

**Announcements** –None.

**Adjournment** – 3:11 p.m. Motion to approve by John Phillips, seconded by Mary Biel. Motion approved.