



## Illinois Heartland Library System

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### FINANCE COMMITTEE MEETING MINUTES

Date: July 11, 2019

Time: 3:00 p.m.

#### Call to Order

3:12 p.m.

#### Roll Call

*Members present: Beverly Obert - Chair, and Sandra West*

*Excused absence: Tina Hubert*

*Others present: Leslie Bednar, Colleen Dettenmeier, Rhonda Johnisee, Shirley Paden, and Bill Wagner*

#### Approval of Minutes from June 11, 2019 Meeting

Motion to approve by Sandra West, seconded by Beverly Obert. Motion carried.

**Unfinished Business** – None.

#### New Business

- a. Acceptance of June 2019 Bills – Motion to accept by Sandra West, seconded by Beverly Obert. Motion carried by unanimous roll call vote. Questions regarding the return of CMC (Cataloging Maintenance Center) funds, the new timeclocks, and the reason for the upcoming Single Audit were answered.
- b. Acceptance of Draft June 30, 2019 Financial Reports – Motion to accept by Sandra West, seconded by Beverly Obert. Motion carried. The overview that was given included funds transfers, funds received and expected from the Illinois State Library, and the upcoming OCLC audit.
- c. Investment Update – *for information only*. The goal set in April of 2018 of having one million dollars has been met. Discussion regarding future needs for capital funds at the Champaign and Edwardsville locations.
- d. Staff Responsibilities – *for information only*. Finance department job descriptions are being updated and reassessed and will be brought to the personnel committee meeting next Thursday, July 18, 2019.
- e. Minimum Wage – *for information only*. Different scenarios are being reviewed and analyzed for discussion with the Illinois State Library.

**Next Steps** – None.

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IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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**Next meeting** – Tuesday, August 13, 2019 at 3:00 p.m.

**Public Comment** – None.

**Announcements** – None.

**Adjournment**

4:01 p.m. Motion to approve by Sandra West, seconded by Beverly Obert. Motion carried.

DRAFT