



Illinois Heartland Library System
 Finance Committee Meeting
 September 23, 2013

Present: Susan Mendelsohn, Chair
 Libby Letterly
 Jacob Roskovensky
 George Trammell
 Nina Wunderlich
 Linda McDonnell

Mitch Schluter
 Leslie Bednar
 Rose Mary Barczewski
 Peggy Durst

Susan Mendelsohn called the meeting to order at 4:15 p.m.

MINUTES:

The August minutes should be corrected to show that Jacob Roskovensky voted no on the change in banks.

Jacob Roskovensky moved that the August minutes be approved as corrected. Libby Letterly seconded the motion. The motion passed unanimously by roll call vote.

PUBLIC COMMENT:

None.

PAID BILLS LIST:

The committee reviewed the bill list and had questions about the following bills:

Check #	Payee	Description	Amount	
53190	Illinois State Library	Refund-CMC Grant funds	\$10,697.95	Personnel costs for this grant were not as high as initially anticipated. Any remaining funds must be returned.
53182	Consolidated Insurance Agency	Insurance	\$1,750.00	This is for the Treasurer's Bond for the Board Treasurer. It has not increased since last year.
53198	Gale/Cengage Learning	Database Fee – 42 libraries	\$122,983.74	SHARE expenses for third-party database services for member libraries and will be reimbursed by those libraries.
53200	Ebsco	Database Fee – 13 Libraries	\$44,746.00	
53203	Innovation Experts	My Media Mall – Annual Fee	\$26,414.00	

Carterville Office:
 607 S. Greenbriar Road
 Carterville, IL 62918
 618-985-3711

Champaign Office:
 1704 West Interstate Drive
 Champaign, IL 61822
 217-352-0047

Decatur Office:
 345 West Eldorado Street
 Decatur, IL 62522
 217-429-2586

Edwardsville Office:
 6725 Goshen Road
 Edwardsville, IL 62025
 618-656-3216

Nina Wunderlich moved that the committee accept the bills as presented. Jacob Roskovensky seconded the motion. The motion passed unanimously by roll call vote.

CREDIT CARD SUMMARY:

The Committee reviewed the credit card summary. Susan Mendelsohn stated that she will ask the Personnel Committee to work on a policy for paying for staff meals. Linda McDonnell stated that she has asked Juliette Douglas to review the current policy to determine if this has already been addressed in the personnel manual.

Libby Letterly moved that the committee accept the credit card summary as presented. Nina Wunderlich seconded the motion. The motion passed unanimously by roll call vote.

REVIEW OF AUDIT REPORT:

Mitch Schluter from Martin, Hood, Friese & Associates reviewed the draft audit.

- Mr. Schluter also reviewed the post governance letter
- The audit was clean.
- Because the Illinois State Library used federal funds for the System Area & Per Capita Grant in excess of \$500,000, and the federal government requires an additional single audit of those funds.
- On page 8, the Summary of Net Position. In last year's audit Net Assets were listed. These are now referred to as Net Position. The total Net Position is down approximately \$1,000,000. This is mostly due to the distribution of SHARE credits to member libraries.
- Page 12 lists a major increase of Capital Assets in Business-Type Activities, from \$38,800 in 2012 to \$816,500 in 2013. This reflects the purchase of Polaris equipment. This table also reflects a paper loss on the sale of the Decatur property. Although the sale was completed in FY14, since the auditors had knowledge of the sale and sale price, it is included in this audit.
- P. 15, Statement of Activities reflects \$236,984 in grant money received from the Illinois State Library to help pay for Polaris.
- P. 15 also shows the loss of \$194,218 from selling the Decatur building for less than it was listed in the books and this is covered in greater detail at the bottom of page 36.
- Page 39 states that the WebJunction account has a deficit of \$23,342. The fund was overspent by this amount, and it will need to be reimbursed by the General Fund. It was noted that management of the WebJunction project reverts back to the Illinois State Library October 1st.
- Page 42 indicates that the pension plan had a funded ratio of 64.45% in FY12, and now has a funded ratio of 71.43% -- a good improvement.

UNFINISHED BUSINESS:

Status of Monthly Financial Report.

Financial Statements will be completed for the October meeting. Rose Mary may change the format of the bill list to show expenditures by account rather than by check number.

Availability of Monthly Financial Reports/Finance Meeting Calendar.

The Committee agreed to hold its regular meetings on the 3rd Wednesday of the month at 3:30 p.m.

NEW BUSINESS:

Impact of Other committee Discussions on IHLS Finances:

Susan asked Committee members to remember that the actions of other committees may involve financial decisions and should be reported to the Finance Committee in a timely manner.

Comments from Rose Mary Barczewski:

None.

Comments from Leslie Bednar.

None.

Questions/Concerns from Committee.

None.

Public Comments:

None.

Adjourn.

Susan Mendelsohn moved that the meeting adjourn. George Trammell seconded the motion. The motion passed by voice vote. The meeting adjourned at 6:05 p.m.