



Illinois Heartland Library System
Finance Committee Meeting
April 22, 2013

Present: Nina Wunderlich, Chair
Karen Bounds
Janet Hasten
Susan Mendelsohn
Jacob Roskovensky
Diane Steele

Leslie Bednar
Rose Mary Barczewski
Peggy Durst

Nina Wunderlich called the meeting to order at 4:20 p.m.

Minutes:

Jacob Roskovensky moved that the minutes of the February 25, 2013 meeting be approved. Janet Hasten seconded the motion. The motion passed unanimously by voice vote.

Jacob Roskovensky moved that the minutes of the special April 4, 2013 meeting be approved. Susan Mendelsohn seconded the motion. The motion passed unanimously by voice vote.

Jacob Roskovensky moved that the minutes of the special April 15 meeting be approved. Janet Hasten seconded the motion. The motion passed unanimously by voice vote.

Bills:

The committee reviewed the February bill list and credit card summary, since there was no meeting in March. Questions included:

Check #	Amount	Payee	Notes
52609	\$611.55	Wiseman Consulting & Training	SHARE Consulting
52504, 52505	\$100.00 & \$43.00	Carle	Pre-employment physicals
52591	\$49	MARC of Quality	Software renewal, SHARE & CMC
52506	\$50	CDS Office Technologies	Please indicate term that maintenance payment covers
52530	\$26,671.34	Lazerware	Scanners from SHARE credits?
52589	\$10,580.00	Lazerware	Same?

Diane Steele moved that the committee recommend approval of payment of the bills for February. Susan Mendelsohn seconded the motion. The motion passed unanimously by voice vote.

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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

Questions concerning the February credit card summary included:

- What equipment was purchased from Amazon for the training lab? Rose Mary will find out.
- What is classweb? -- Used for CMC (cataloging).

The committee reviewed the March bill list and credit card summary. Questions included:

Check #		Payee	
52663	\$3,752	Illinois Correctional Industries	SHARE shirts were purchased from a grant and member libraries were also able to purchase.
52668	\$7,091.74	John A. Logan College	The college does not bill regularly. IHLS will pay rent through 6/30, but utility bills may still come through late summer/early fall.
52630-31, 52633-35	varied	AT&T	Can we reduce # of T-1 lines?
52628-9	\$76.52, \$1,476.29	AT&T	Invoice is charged to various accounts in order to assess grant funds for their portion of expenses.

Diane Steele moved that the committee recommend approval of payment of the bills for March. Jacob Roskovensky seconded the motion. The motion passed unanimously by voice vote.

The committee reviewed the credit card summary for March.

Hotel bills were for Polaris staff training for more than one day in Edwardsville. Several staff members were charged to one card, since not everyone has a credit card.

Public Comment:

None.

Nine Months Financial Report:

Rose Mary Barczewski reviewed the nine-month financial report with the committee.

Status of FY14 Budget:

A draft of the FY14 Budget will be presented to the Board on Tuesday (April 23). Expenses such as telephone bills and other utilities have been separated out to different funds, rather than all from the general fund.

Accounting Software Recommendation:

Rose Mary Barczewski will present a comparison of possible accounting software packages in May.

April 16th Illinois State Library Meeting:

Nina Wunderlich asked for comments on the meeting at the Illinois State Library. Lots of material was covered. The recommendation was to plan next year's budget like this year, although there could be a cut.

Comments from Rose Mary Barczewski:

None.

Comments from Leslie Bednar:

None.

Questions/Concerns from Committee:

The next meeting will be May 13 at 4:15 p.m.

Adjournment:

The meeting adjourned at 5:30 p.m.