



Illinois Heartland Library System  
Finance Committee Meeting  
January 21, 2013

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

Leslie Bednar  
Rose Mary Barczewski  
Peggy Durst

Absent: Brock Peoples

Nina Wunderlich called the meeting to order at 4:00 p.m.

**Minutes.** Susan Mendelsohn moved that the minutes of the November 26 , 2012 committee meeting be approved with one change (correct spelling of Janet Hasten’s name). Jacob Roskovensky seconded the motion. The motion passed unanimously by voice vote.

**Public Comments.** None.

**Paid Bills List.** The committee reviewed the bill list and members asked for clarification for several bills.

Questions included:

- 52189, Advanced Wayne Cain & Sons, roof repair, \$718.00. Although the roof in the entryway of the Champaign building was repaired last year, a new area needed repair.

(Janet Hasten joined the meeting at 4:06 p.m.)

Susan Mendelsohn asked why we have bills from three different law firms.

- 52227 and 52300, Lowenbaum Partnership. This law firm deals with teamster negotiations.
- 52314 and 52363, Sandberg, Phoenix & Von Gontard, P.C. This is the attorney for the real estate sale in Edwardsville.
- 52223, Kavanaugh, Scully, Sudow & White. Phil Lenzi’s law firm was contacted concerning membership questions.

There was also a question about the high cost of help-wanted ads in Champaign, Decatur and Edwardsville. Although staff tries to keep advertising costs at a minimum, the rates are very high.

Susan Mendelsohn asked that the bill detail include additional information on maintenance payments, indicating whether they are monthly or annual. Janet Hasten asked if there would be any more bills from Robert Half (agency used for temporary accountant). There should be no more.

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

Payments for lost books was also discussed. These are pass-through payments and this will cease with the installation of Polaris.

The committee reviewed the credit card statement. Rose Mary noted that credit limits for Leslie Bednar, Troy Brown and Ramona Rollins have been decreased.

Janet Hasten moved that the committee recommend approval of the bills. Susan Mendelsohn seconded the motion. The motion passed by voice vote.

**Monthly Financial Statements.** Rose Mary Barczewski reviewed the Monthly Financial Report with the committee.

**Old Business.**

***Collapsing of SIU Credit Union Accounts.*** This will be completed after the November Board minutes are approved at the January 22 meeting. The Credit Union wants a copy of the approved minutes to complete the closing of the account.

***Other accounts to close?*** There were none.

**New Business.**

***Meeting Schedule.*** The committee discussed date and time of committee meetings. Janet Hasten moved that the committee meet on the 4<sup>th</sup> Monday of the month at 4:00 p.m. Susan Mendelsohn seconded the motion. The motion passed by voice vote.

**Comments from Rose Mary Barczewski.** Rose Mary is trying to work with Cougar Mountain software, but feels that it has severe limitations. She will explore other software options and make a recommendation. She has made a few procedural changes in the department.

**Comments from Leslie.** The time for preparing the FY14 budget is approaching. After the six month report to the Illinois State Library and other quarterly reports for grants have been completed, staff will start the budget process. Leslie will also begin revision of the System Plan of Service in response to the Illinois State Library's questions. The SHARE Finance Committee met this month to start talking about fees and budget for SHARE membership

**Public Comments:** None

**Adjourn.** Janet Hasten moved that the meeting adjourn. Susan Mendelsohn seconded the motion. The motion passed unanimously by voice vote. The meeting adjourned at 5:15 P.M.