



Illinois Heartland Library System

ILLINOIS HEARTLAND LIBRARY SYSTEM

FINANCE COMMITTEE MEETING

Tuesday, February 16, 2016 at 3:00 p.m.

Office location: 6725 Goshen Road, Edwardsville, IL 62025-7707

Members:

Lynda Clemmons

Rachel Fuller

Tina Hubert

Sandra West, Chairwoman

1. Call to Order at 3:10pm
2. Roll Call
Members present: Sandra West, Lynda Clemmons, Rachel Fuller, Tina Hubert
Others present: Adrienne Elam, Rhonda Johnisee, Shirley Paden, Colleen Dettenmeier
3. Approval of Minutes – December 21, 2015
Approval of Minutes – January 22, 2016
Approval of Minutes – February 4, 2016
Motion to approve all minutes by Rachel Fuller, seconded by Tina Hubert. Motion passed.
4. Unfinished Business
 - Review of Bylaws Revision – *some revisions were sent to Lynda for grammar and punctuation correction. Proposed document to go to executive team. Motion to approve by Tina Hubert, seconded by Rachel Fuller Motion PASSED - AIF.*
5. New Business
 - January 2016 Bill Payments – *Motion to approve by Tina Hubert, Seconded by Lynda Clemmons. Motion PASSED – AIF*
 - January 2016 Credit Card Transactions – *Motion to approve by Lynda Clemmons, Seconded by Tina Hubert, Motion PASSED - AIF*
 - Financial Reports as of January 31, 2016 - *Adrienne is looking into what we have to do in order to pay out severance by June 30th. Adrienne also shared that SHARE was enlightened and the next SHARE meeting will be in April, to plan how to move forward. Motion to approve by Tina Hubert, Seconded by Lynda Clemmons, Motion PASSED, Roll call vote AIF*

6. Next Steps – FOR INFORMATION ONLY: *Sandy suggested adding the next step that the policies connected to the Finance committee be looked at to make sure the documents parallel what changes have to be submitted for bylaw revisions. A question was raised about replacing Alayna, following her resignation (non-resident). The new member may have a shorter term.*
7. Next Meeting Scheduled for Tuesday March 15th at 3:00 pm AIF
8. Public Comment – *none*
9. Announcements – *none*
10. Adjournment – *Motion to adjourn by Rachel Fuller at 3:34 pm, seconded by Tina Hubert, roll call vote – Motion passed - AIF*