



SPECIAL FINANCE COMMITTEE MEETING MINUTES

Date: November 28, 2017

Time: 3:00 p.m.

Call to Order

3:05 p.m.

Roll Call

Members present: Mary Biel, Tina Hubert, Sandra West, and Sara Zumwalt

Others present: Adrienne Elam and Barbara Ellis, Litchfield Public Library Trustee

Absent: John Phillips

Unfinished Business – Personnel (discussion of Staff FY2018 increase options). Tina Hubert motioned to go into executive session, seconded by Sandra West. The Finance Committee returned to open session at 3:22 p.m. Of the options that Adrienne Elam provided, a motion to recommend Option #5 to the IHLS Board for approval was made by Tina Hubert and seconded by Mary Biel. Motion carried.

- Option #5 – Full-time Staff with 5 years of service or greater - \$700, Full-time Staff with less than 5 years and a minimum of 1 year - \$500. Part-time Staff with 5 years of service or greater - \$250, Part-time Staff with less than 5-years and a minimum of 1 year - \$150. This one-time bonus will be based on staff classification as of 06/30/17.

Tina Hubert commented that the Six Mile Regional Library auditors suggest that any wage payment, outside of routine payroll, be issued on a separate check. Adrienne Elam responded that has been our practice in the past. Sandra West suggested a note be attached, to this one-time bonus, that the Finance Committee appreciates and thanks the employee for their diligent service through the Illinois budget impasse.

Next Steps – None.

Next meeting - Thursday, December 14, 2017 at 3:00 p.m.

Public Comment – None.

Announcements – None.

Adjournment - 3:29 p.m. Motion to approve by Sandra West, seconded by Mary Biel. Motion approved.

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!
