



Illinois Heartland Library System

FINANCE COMMITTEE MEETING MINUTES

Date: November 11, 2019

Time: 2:00 p.m.

Call to Order

2:04 p.m.

Roll Call

Members present: Stacey Carter, Tina Hubert, Beverly Obert - Chair, Bill Wagner

Members absent: Frank Bandre

Others present: Leslie Bednar and Rhonda Johnisee

Approval of Minutes from October 14, 2019 Meeting

Motion to approve by Tina Hubert, seconded by Bill Wagner. Motion carried.

Unfinished Business - None

New Business

- a. Acceptance of October 2019 Bills – Motion to accept by Stacey Carter, seconded by Bill Wagner. Motion carried by unanimous roll call vote. A question was asked and an answer was given regarding the Adobe renewal payment.
- b. Acceptance of October 31, 2019 Financial Reports – Motion to accept by Tina Hubert, seconded by Bill Wagner. Motion carried. An overview was given on the Balance Sheets and the purchases of two delivery vans that were on the Capital Projects Fund Statement of Revenue and Expenditures.
- c. Policy Changes – Motion to accept by Tina Hubert, seconded by Stacey Carter to move Bylaws and Financial Policy draft changes to Executive Committee. Motion carried. An overview was given on the change of the title of Chief Fiscal Officer to Finance Director to the Bylaws and Financial Policy. These title changes along with some process changes in the Financial Procedures & Practices were reviewed for information only.

Next Steps – OCLC audit is scheduled for the week of November 18, 2019.

Next meeting – Monday, December 9, 2019 2:00 p.m.

Public Comment - None

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Announcements - None

Adjournment

2:19 p.m. Motion to adjourn by Bill Wagner, seconded by Tina Hubert. Motion carried.

DRAFT