



Illinois Heartland Library System

FINANCE COMMITTEE MEETING MINUTES

Date: September 12, 2022

Time: 4:00 p.m.

Call to Order

Chastity Mays called the meeting to order at 4:01 p.m.

Roll Call

Members present: Ann Chandler, Ryan Johnson, Kevin Kelsey, Kevin Latoz, and Chastity Mays

Members absent: Stacey Carter

Others present: Leslie Bednar, Colleen Dettenmeier, Rhonda Johnisee, Shirley Paden, Joshua Short, and from Scheffel Boyle: Josh Andres and Alex Hoffman.

Public Comment

None

Auditor's Presentation-FY2022 Audited Financial Statements Draft

Scheffel Boyle presented an overview of the draft audit. Scheffel Boyle rendered a clean/unmodified opinion.

Approval of June 13, 2022 Minutes

A motion and second were made to approve the June 13, 2022, minutes. Motion carried unanimously by a roll call vote.

Unfinished Business

Edwardsville Building Update

For information only – The Executive Director shared that a draft Request for Proposal (RFP) for the roof replacement and tuckpointing was reviewed with the attorney. It will be reviewed at the Facilities Committee meeting. The plan is to get the RFPs released following the Facilities Committee meeting.

Automatic Material Handler Update

For information only – The Executive Director shared that IHLS will share information with the Facilities Committee and a report from the consultant on the outcome of the Request for Information at the board meeting. IHLS will be working on the communication piece next.

New Business

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Acceptance of August 2022 Bills

A motion and second were made to approve the August 2022 bills. Motion carried unanimously by roll call vote.

Acceptance of August 31, 2022, Financial Reports

A committee member requested a Cash Flow statement.

A motion and second were made to approve the August 31, 2022, financial reports. Motion carried unanimously by roll call vote.

FY2023 Proposed Budget Amendment

The Finance Director reviewed the budget amendment details and answered questions from the committee.

A motion and second were made to move the FY2023 Proposed Budget Amendment to the Executive Committee. Motion carried unanimously by roll call vote.

Executive Director Salary Grade

The Executive Director reviewed the Executive Director Salary Grade history and details with the committee. A discussion was held between committee members.

A motion and second were made to add the salary grade 17 as the Executive Director salary grade. Motion carried by roll call vote. Ann Chandler – no, Ryan Johnson – yes, Kevin Kelsey – yes, and Kevin Latoz – yes.

Project Coordinator Salary Grade Update

The Executive Director and the Finance Director reviewed the Project Coordinator Salary Grade Update and answered questions from the committee.

A motion and second were made to update the Project Coordinator salary grade from grade 7 to grade 8. Motion carried unanimously by roll call vote.

Public Comment

None

Announcements

Committee members appreciated the change in meeting time. The Executive Director announced there would be a poll sent out to the board for a special board meeting time for a new hire.

Adjournment

A motion and second were made to adjourn. Motion carried unanimously by roll call vote. Adjourned at 5:04 p.m.