



**ILLINOIS HEARTLAND LIBRARY SYSTEM
FINANCE COMMITTEE MEETING**

Monday, November 17, 2014

Call to Order:

Nancy Huntley called the meeting to order at 4:00 p.m.

Committee Members Present: Nancy Huntley, Chair, James Fenton, Rachel Fuller, Susan Justice, Susan Mendelsohn, Sandra West

Others Present: Adrienne Elam, Rhonda Johnisee and Julia Pernicka

Minutes:

Sandra West moved to approve the September minutes. Rachael Fuller seconded the motion. Motion passed unanimously by roll call vote.

Public Comment:

None

Unfinished Business:

FY2014 Audit Status

The auditors will be in the office next Monday and Tuesday. Will work with them and ISL on resolving any current issues.

New Business:

Bill Payments

The committee reviewed the bill payment list. There were questions about the following bills:

Check #	Payee	Description	Amount	
15027	Susan Lucco	Lucco, Susan-Retiree Health Ins Refund 7 MOS 1/2014-07/2014	\$4,827.13	Retiree declined health insurance but premium was still being deducted from retirement.
15218	Alliance Technology Group	Dream Grant computer hardware lab computers(21) Seven per training center	\$33,066.20	One check was voided.
15249			\$33,055.20	
14074	Parker Kent, LLC	DUQ-Electric Srvc 07/21-08/18/14	\$596.91	The utilities are in the landlord's name and we reimburse a certain percentage of the bill.
15274		DUQ-Electric Srvc 08/18-09/17/14	654.81	

Champaign Office:
1704 West Interstate Drive
Champaign, IL 61822
217-352-0047

Du Quoin Office:
500 South Madison
Du Quoin, IL 62832
618-985-3711

Edwardsville Office:
6725 Goshen Road
Edwardsville, IL 62025
618-656-3216

Check #	Payee	Description	Amount	
15078	Recorded Books, Inc	Zinio subscriptions reimb by members 08/01/14-07/31/15	67,366.82	Electronic magazine subscription. Members subscribed and we are reimbursed by the libraries.
15098	BayScan Technologies	Restick printer & paper for member libraries	24,195.85	Part charged to Dream Grant and part being reimbursed by the libraries.
15214	Weber Chevrolet	CHA-Delivery Vehicle-2015 Chevrolet Cargo Van	47,366.00	Received five courier vans. Two went to Champaign, one to Du Quoin, and two to Edwardsville.
		DUQ-Delivery Vehicle-2015 Chevrolet Cargo Van	23,683.00	
		EDW-Delivery Vehicle-2015 Chevrolet Cargo Van	47,366.00	

Susan Justice moved to approve the bills. Sandra West seconded the motion. Motion passed unanimously by a roll call vote.

Accounting Department Projects

The Audit is the first priority. When that is complete will work on the 4th quarter reports for the FY2015 special revenue funds.

Will need to do a FY2015 Government Grant Expense Report. Hoping for 6-month financials in January.

Will provide YTD financial reports to SHARE Executive Committee.

Will also work on FY2015 6-month financial statements.

The Annual Report will be submitted minus the financial information. When the Audit is complete, the Annual Report will be revised.

There will not be a meeting in December.

Other:

None

Public Comments:

None

Adjourn:

Jim Fenton moved to adjourn the meeting. Rachael Fuller seconded the motion. The motion passed unanimously with a roll call vote. The meeting adjourned at 4:17.