



# Illinois Heartland Library System

## ILLINOIS HEARTLAND LIBRARY SYSTEM FINANCE COMMITTEE MEETING

Wednesday, August 19, 2015 at 4:00 p.m.

### MINUTES

#### **Members:**

James Fenton  
Rachel Fuller  
Sandra West  
Susan Justice

#### **Other Attendees:**

Adrienne Elam  
Kimberly Townsend  
Rhonda Johnisee  
Colleen Dettenmeier  
Shirley Paden

**Roll Call** – Sandy West called meeting to order at 4:00 pm

It was asked from a current committee member when the new board members would be placed on committees. It was stated to be addressed at the August board meeting.

#### **Approval of July Draft Minutes**

Motion was made to approve the July 20<sup>th</sup> and 27<sup>th</sup> minutes. Motion was seconded. There was no discussion. Motion carried by unanimous roll call vote

#### **Public Comment:**

None

#### **Unfinished Business:**

Adrienne and her team have reached out and spoken with Sheffield Boyle Auditing Firm as receiving the bid for the FY15 audit. Contact has been made to Martin and Hood Auditing Firm to release documents from past audits to Sheffield Boyle. Adrienne has tentatively slated the week of 8/31 for Sheffield Boyle to come for their field work.



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## **New Business:**

Adrienne and her financial team have done great work on creating new documents for the board and committee to make it easier to understanding the financial standings of IHLS. The new documents include explanations of non-routine items. The team has also put together nice narrative document of the monthly work accomplished with include graph of how funds were disbursed. Motion was made to approve the July bills, and seconded. July bills and credit card charges were approved by unanimous vote.

The committee took some time to discuss concerns or answer questions. We will consider adobe connect.

## **Next Meeting:**

We have set the next date for the finance committee to meet – 9/16/15. Once the new board members have been given committee assignments, a poll will be conducted to see if 4 p.m. is a convenient time for all members.

## **Public Comment:**

None

## **Adjourned:**

Motions was made and seconded to adjourn the meeting. Motion was carried by unanimous roll call vote. Meeting adjourned @ 4:20 pm.