



## FINANCE COMMITTEE MEETING MINUTES

Date: July 19, 2016

Time: 10:00 am

### Members:

Rachel Fuller

Tina Hubert

Sandra West, Chairwoman

### 1. Call to Order – 10:04 am

### 2. Roll Call

*Members present:* Sandra West, Rachel Fuller, Tina Hubert

*Others present:* Adrienne Elam, Rhonda Johnisee, Colleen Dettenmeier, Shirley Paden, Leslie Bednar

### 3. Approval of Minutes – June 21, 2016 - Motion to approve by Rachel Fuller, seconded by Sandra West, Motion PASSED by unanimous roll call vote.

### 4. Unfinished Business – NONE

### 5. New Business –

- June 2016 Bill Payments - Motion to accept by Rachel Fuller, seconded by Sandra West. Motion carried by unanimous roll call vote.
- June 2016 Credit Card Transactions – Motion to accept by Tina Hubert, seconded by Rachel Fuller. Motion carried by unanimous roll call vote. - Sandy questioned a credit card charge for RDA Tool Kit Subscriptions and if there will be any additional charges. Colleen stated that this is the only charge we had in FY2016. Adrienne Elam checked and the subscription is available to all catalogers in IHLS.
- Financial Reports as of June 30 2016 - Motion to accept by Tina Hubert, seconded by Rachel Fuller. Motion carried by unanimous roll call vote. - Adrienne Elam is happy and thrilled about the final FY2016 payments for SAPC and IMSA that were received. FY2016 requested Grant reports that needed to be submitted by July 15<sup>th</sup> were turned in. The additional funding for OCLC \$10,300.00 was also received. The Financial Report numbers are as of June 30, 2016, pre-audit and are strictly cash basis.