

ILLINOIS HEARTLAND LIBRARY SYSTEM**FINANCE COMMITTEE MEETING**

Wednesday, September 15, 2015 at 4:00 p.m.

MINUTES**Members:**

Lynda Clemmons
Alayna Davies Smith – late
Rachel Fuller
Tina Hubert – absent
Sandra West – Chair

Other:

Adrienne Elam
Kimberly Townsend
Leslie Bednar
Rhonda Johnisee
Colleen Dettenmeier
Shirley Paden

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

Approval of August Draft Minutes:

Rachel Fuller motioned to approve the August 2015 minutes. Motion was seconded by Lynda Clemmons. There was no discussion. Motion carried by unanimous roll call vote

Public Comment

None

Unfinished business:

- FY2014-15 Audit Field work status update
 - Auditors are on site – should be done by next week
 - Very agreeable
 - Went to our previous auditors requested information
 - Agreed with what we are doing right now
 - Received a bill for providing information from previous auditors for \$650.00 – will pay and finish the process
 - Things are going well

- Filed an extension FY15 Audit report. The Annual report will still be submitted on time minus the audit portion with the state through October 31st. The Auditors will meet with the Finance Committee and then with the board.

New Business:

- Confirm monthly meeting date/time:
 - Agreed on Monday 4pm a good time 3rd week of the month. Agreed to new date and time by unanimous roll call vote.
- August Bill Payments:
 - Adrienne explained the bills and notes for each item.
 - Motion Lynda Clemmons motioned to accept the bills. Motion was seconded. Motion passed unanimously by roll call vote.
- August Credit Payments:
 - No Questions
 - Lynda Clemmons motioned to approve the August credit payments. Rachel Fuller seconded. Motion passed by roll call vote.
- Statement of Revenue and Expenses:
 - Adrienne explained how the report reads. She covered the report sheet by sheet. She will provide a highlights page for the board meeting, and to the Finance committee in advance.
 - Alayna Davies Smith motioned to approve the Revenue and Expense report. Lynda Clemmons seconded the motion. Motion was passed unanimously by roll call vote.
- Statement of Revenue and Expenses:
 - Adrienne explained how the report reads. She covered the report sheet by sheet. She will provide a highlights page for the board meeting, and also to the Finance committee.
- Questions/Concerns from committee:
 - None

Public Comments

- No public comment.

Adjourn:

- Motion was made by Alayna Davies Smith to adjourn the meeting, and seconded by Lynda Clemmons. . Motion was carried by unanimous roll call vote. Meeting adjourned @ 4:27 pm.