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ROLLING MEADOWS LIBRARY BOARD
FINANCE COMMITTEE MINUTES
TUESDAY, SEPTEMBER 3, 2019

I. Call To Order

Chairperson Webb called the meeting to order at 6:00 p.m. Present: Chairperson Peg Webb; Board Member Jess Arroyo; Assistant Director Lucia Khipple; and Library Director David Ruff.

Absent: Collette, Erturk

II. Review & Authorization Of This Month's Checks

Chairperson Webb and Mr. Arroyo reviewed selected invoices, compared all checks to the Check Register, and Chairperson Webb signed the approved checks.

III. Approval Of Minutes From Last Finance Committee Meeting

Mr. Ruff moved that the minutes from the last meeting be approved. On a voice vote the motion was unanimously approved.

IV. Meeting Open To The Public For Twenty Minutes

The meeting was opened to the public for twenty minutes. No one from the public was in attendance.

V. Unfinished Business

There was no unfinished business to conduct this month.

VI. New Business

A. Review Of 13-Month Combined Non-Capital Fund Balance (Target Vs. Actual)

The Committee reviewed current non-capital fund balances.

B. Review Of Budget Vs. Actual Report

The Committee reviewed the Budget Vs. Actual Report.

C. Review And Approval Of Current Income & Expenses

Mr. Arroyo moved that expenses in the amount of \$320,775.36 be approved for submission to the Library Board. Staff answered all questions regarding this month's invoices, and the motion was unanimously approved on a voice vote.

D. Discuss Proposed 2020 Library Budget

Mr. Ruff presented an overview of the major budget items for 2020. The proposed 2020 Levy anticipates a 2% reduction as we have successfully finished the North Expansion Project on-time and under budget. Next year's capital project will be the replacement of the current Millennium ILS (Integrated Library System) with the newer version known as Sierra.

E. Other New Business

Mr. Ruff noted that, as per the 2019 Budget, **\$20,000** has been transferred from 1010.01 Savings to 1014.01 Working Cash Board Designated Allocation Fund and **\$200,000** from 1010.01 Savings to 1013 Capital Projects Allocation. There was no other new business to discuss at this meeting.

VII. Adjournment

Ms. Khipple moved that the meeting be adjourned. On a voice vote, the motion was unanimously approved and the meeting was adjourned at 6:47 p.m.