

Page 1 of 1
ROLLING MEADOWS LIBRARY BOARD
FINANCE COMMITTEE MINUTES
THURSDAY, JULY 16, 2020

I. Call To Order

Chairperson Webb called the meeting to order at 6:00 P.M. Present: Chairperson Peg Webb, Board Member Jess Arroyo; Board Member Mary Erturk; Reference Services Director Jennifer Collette; Assistant Director Lucia Khipple, and Library Director David Ruff.

Due to the Governor's Corona Virus shelter-in-place proclamation, the meeting was conducted via a Zoom teleconference.

Absent: none

Guest: Financial Services Coordinator Julie Tang.

II. Review & Authorization Of This Month's Checks

Chairperson Webb and Director Ruff 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

Ms. Khipple 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 submitted a question.

V. Unfinished Business

Mr. Ruff gave an overview of some of the Fiscal 2021 Budget variables including an expected reduction in revenues due in part to the Governor's COVID-19 shelter-in-place order and its effect on the local economy.

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 \$267,516.94 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.

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 6:16 P.M.

APPROVED – Peg Webb, Chair, Finance Committee