

**ROLLING MEADOWS LIBRARY BOARD
FINANCE COMMITTEE MINUTES
6:30 P.M. – TUESDAY – AUGUST 2, 2022**

I. Call to Order

Peg Webb called to order the Finance Committee Meeting at 6:30 P.M. in the Administration Office.

Present: Peg Webb, Chairperson; Mary Constance Back, Readers Services Director; Jennifer Collette, Reference Services Director; Lucia Khipple, Youth Services Director and Kevin Medows, Executive Director.

Absent: Jess Arroyo, Mary Erturk

II. Review and Comparison of This Month's Checks to the Check Register

Ms. Webb and Ms. Khipple reviewed selected invoices, compared all checks to the Check Register, and Ms. Webb signed the approved checks.

III. Approval of Minutes from the Last Finance Committee meeting

Jennifer Collette moved that the minutes from the last meeting be approved. The motion was unanimously approved on a voice vote.

IV. Meeting Open to the Public for Twenty Minutes

The meeting was open to the public for twenty minutes. No one from the public addressed the Board.

V. Unfinished Business

There was no unfinished business.

VI. New Business

A. Review 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. The cost of the new door in the staff entrance hallway was highlighted.

C. Review and Approval of Current Income & Expenses

Lucia Khipple moved that expenses for July 2022, in the amount of \$370,170.76 as presented in Attachment A – 08/02/2022 be approved for submission to the Library Board. Staff answered questions regarding this month's invoices, and the motion was unanimously approved on a voice vote.

D. Other New Business

Kevin Medows spoke about the upcoming budget process and recommended the committee meet at 6:15 P.M. next month to look at general areas of the budget for next year. The next Finance Committee meeting will be on Sept. 6, 2022, at 6:15 P.M.

VII. Adjournment

Mary Constance Back moved that the meeting be adjourned. On a voice vote, the motion was unanimously approved and the meeting adjourned at 6:44 P.M.

Approved _____ Date _____

Peg Webb, Chair, Finance Committee
Rolling Meadows Library Board