

**ROLLING MEADOWS LIBRARY BOARD
FINANCE COMMITTEE MINUTES
6:30 P.M. – TUESDAY – DECEMBER 6, 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; Jess Arroyo, Board Member; Mary Erturk, Board Member; Mary Constance Back, Readers Services Director; Jennifer Collette, Reference Services Director; Lucia Khipple, Youth Services Director; and Kevin Medows, Executive Director.

Absent: none

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

Ms. Webb and Ms. Erturk 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

Mr. Arroyo 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 and Expenses By Account

The Committee reviewed both reports.

C. Review and Approval of Current Income & Expenses

Ms. Erturk moved that expenses for November 2022, in the amount of \$308,199.02 as presented in Attachment A 12/06/2022 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

Mr. Medows reported that the City of Rolling Meadows approved the levy.

VII. Adjournment

Ms. Erturk moved that the meeting be adjourned. On a voice vote, the motion was unanimously approved and the meeting adjourned at 6:41 P.M.

Approved _____ Date _____

Peg Webb, Chair, Finance Committee
Rolling Meadows Library Board