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**ROLLING MEADOWS LIBRARY BOARD**  
**FINANCE COMMITTEE MINUTES**  
**TUESDAY, OCTOBER 6, 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; Readers' Services Director Mary Constance Back; Reference Services Director Jennifer Collette; Assistant Director Lucia Khipple, Financial Services Coordinator Julie Tang, Library/City Council Liaison, Jon Bisesi, and Library Director David Ruff.

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

Absent: Erturk

**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**

There was no unfinished business.

**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 \$238,971.25 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. Other New Business**

There was no other new business.

**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 6:18 P.M.

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APPROVED – Peg Webb, Chair, Finance Committee