

**ROLLING MEADOWS LIBRARY BOARD
FINANCE COMMITTEE MINUTES
OCTOBER 5, 2021**

I. Call To Order

Ms. Webb called the meeting to order at 6:32 P.M in the Library Community Room. 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.

Absent: Back

II. Review & Authorization Of This Month's Checks

Ms. Webb and Mr. Ruff reviewed selected invoices, compared all checks to the Check Register, and Ms. 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. The motion was unanimously approved on a voice vote.

IV. Meeting Open To The Public For Twenty Minutes

The meeting was opened 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 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 \$315,947.25 as presented in Attachment A – 10/05/21 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

Mr. Ruff noted that, as per the 2021 Budget, \$100,000 will be transferred from General Funds to Balance Sheet Line Item 1013 Capital Projects Allocation and \$20,000 will be transferred from General Funds to Balance Sheet Line Item 1014.01 Working Cash

Board Designated Allocation. He also reminded the Committee that he will present the Library Levy overview to City Council on Tuesday, October 19, 2021.

VII. Adjournment

Ms. Erturk moved that the meeting be adjourned. On a voice vote, the motion was unanimously approved and the meeting was adjourned at 6:54 P.M.

APPROVED – Peg Webb, Chair, Finance Committee