

# KENT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

## Finance Committee Meeting, February 19, 2015

Present: Beverly Birkmire, Chairman; Charles Lerner, Trustee; Earl Runde, Public Representative; Jacqueline Adams, Director; Chris Walmsley, Staff Member; Barbara Macbeth, Trustee

The meeting was called to order at 9:00 am.

Ms. Birkmire noted that Ms. Schut was excused from the meeting.

The agenda for the meeting was reviewed. No changes were made.

The minutes of the previous meeting were reviewed. Mr. Lerner moved to approve the minutes as submitted. Mr. Runde seconded the motion, which was approved unanimously.

### Treasurer's Report

Ms. Birkmire circulated a Treasurer's Report from Ms. Schut.

### Financial Reports

The committee reviewed the financial reports provided.

The committee discussed the handling and language used for restricted donations.

### Fiscal Year 2015 Budget Adjustments

The committee discussed various adjustments to the budget.

Mr. Lerner recommended to the Board of Trustees to move \$312 from legal to software maintenance. Mr. Runde seconded the motion, which was approved unanimously.

### Fiscal Year 2016 Budget Submission

Ms. Adams presented a proposed budget for Fiscal Year 2016. The committee discussed the proposed budget.

The committee discussed the Health Insurance and Benefits for Library employees.

The committee discussed the replacement of fixed assets.

### Budget & Procurement Policy

The committee delayed action on the budget and procurement policy until after the budget had been submitted.

Mr. Lerner moved to adjourn the meeting. Mr. Runde seconded the motion, which was approved unanimously.

