

## Minutes

### Library Board of Trustees Finance & Facilities Committee

July 15, 2014

**Present: Michael Fultz, Chair; Melissa Hodek, Jack Shinnock, and Dan Griscom, Fiscal Officer.**

- Mr. Fultz called the meeting to order at 6:11 p.m.
- Minutes from the June 17, 2014 meeting were approved.
- The committee reviewed financial reports for the month of June 2014 as presented by Mr. Griscom. These included the standard reports as well as new reports created by Mr. Griscom.
- Discussion was held on the following items:
  - Budget transfer of \$10,000 from PC Maintenance account to E-book account
  - Pros and cons of operating on a GAAP basis year-round vs. GAAP year-end reporting only
  - Proposals for GAAP year-end reporting and CAFR services from two CPA firms (Julian & Grube, Inc. and Kennedy Cottrell Richards LLC). The Committee decided that the Library would not be reporting on a GAAP basis or producing a CAFR for the year ending December 31, 2014.
  - Two payroll issues affecting full-time staff
  - Capital projects: Local History/Museum enhancements
  - Cost estimates from two companies for accounting/payroll software upgrades (CMI and Software Solutions, Inc.)
  - STAR Ohio and STAR Ohio Plus (money market accounts)
  - Personnel update: retirement of deputy fiscal officer (Barbara Moseley) and search for replacement
  - Fiscal Officer's goals
- The meeting was adjourned at 8:30 p.m. The next meeting of the Finance & Facilities Committee will be August 12, 2014 at 6:00 p.m. in the Board Room.