

Minutes

Library Board of Trustees Finance & Facilities Committee Meeting

October 19, 2015

Present: Michael Fultz, Chair; Melissa Hodek, Jack Shinnock, Don Barlow, Executive Director, Dan Griscom, Fiscal Officer

- Mr. Fultz called the meeting to order at 6:05 p.m.
- Minutes from the September 15, 2015 meeting were approved.
- The committee reviewed financial reports for September 2015 as presented by Mr. Griscom.
- The committee discussed the following items:
 - Fiscal Policy Manual
 - Proposed security upgrades (Don left the meeting after this agenda item)
 - Ten-year budget projection
 - Methodology in budget
 - Fiscal Officer's evaluation and goals (discussion of procedure, format, timeline)
- The next meeting of the Finance & Facilities Committee will be held November 17, 2015 at 6:00 p.m. Items for the next meeting will include a review of monthly financials, Dan's draft of 2016 goals and 2015 achievements, a draft of the ten-year budget projection and a discussion of the methodology in the budget.
- The meeting was adjourned at 8:13 p.m.

Minutes submitted by: Dan Griscom