

Minutes

Library Board of Trustees Finance & Facilities Committee

September 16, 2014

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

- Mr. Fultz called the meeting to order at 6:00 p.m.
- Minutes from the August 12, 2014 meeting were approved.
- The committee reviewed financial reports for the month of August 2014 as presented by Mr. Griscom. The committee discussed carry-over cash balances and investment strategies.
- Discussion was held on the following items:
 - Fiscal Officer's goals were approved
 - Tax revenue estimates for 2015 (Certificate of estimated resources)
 - Bring long-range (10 year) budget projection to October meeting
 - Bring draft of Fiscal Policy Manual to October meeting
 - Write memo to committee re: proposed upgrade of accounting and payroll software
- The next meeting of the Finance & Facilities Committee will be October 21, 2014 at 6:00 p.m.
- The meeting was adjourned at 6:58 p.m.

Minutes submitted by: Dan Griscom