

**ROLLING MEADOWS LIBRARY BOARD
FINANCE COMMITTEE MINUTES
FEBRUARY 2, 2021**

I. Call To Order

Chairperson Webb called the meeting to order at 6:00 P.M. Present: Chairperson Peg Webb, Board Member Mary Erturk; Readers' Services Director Mary Constance Back; Assistant Director Lucia Khipple, Financial Services Coordinator Julie Tang, Library Director David Ruff; and City Council Liaison, Jon Bisesi.

Due to the Governor's Corona Virus shelter-in-place proclamation, the meeting was conducted via a Zoom tele/videoconference.

Absent: Arroyo

II. Review & Authorization Of This Month's Checks

Chairperson Webb and Director Ruff reviewed selected invoices, compared all checks to the Check Register, and Chairperson 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.

(Ms. Erturk joined the meeting)

IV. Meeting Open To The Public For Twenty Minutes

The meeting was opened to the public for twenty minutes. No one from the public submitted a question.

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

Ms. Webb moved that expenses in the amount of \$145,087.07 for 2020; and \$230,496.75 for 2021; totaling \$375,583.82 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

There was no other new business.

VII. Adjournment

Ms. Khipple moved that the meeting be adjourned. On a voice vote, the motion was unanimously approved and the meeting was adjourned at 6:11 P.M.

APPROVED – Peg Webb, Chair, Finance Committee