

Matteson Area Public Library District
Board of Trustees
Finance and Insurance Committee
March 17, 2022
6:15 pm.

- I. Call to Order
 - Trustee Beverly Coleman called the meeting to order at 6:20 pm.

- II. Roll Call
 - Present were Trustees Beverly Coleman, Donna Brumfield, Harold Gillis, Temitope Babayode, and Howard Hunigan. Also present were Interim Director Nikeda Webb and Assistant Director Thom Webb.

- III. Opportunity for Public Comments
 - No public available

- IV. Tax Receipts Updates
 - Interim Director Nikeda Webb shared the list of disbursements received so far. Tax receipts were delayed this year. She stated that we started receiving disbursements in September instead of July as in previous years.

- V. Draft of Personnel Budget
 - Nikeda also shared a draft of the Personnel Budget. Temitope asked for a draft with a 5% increase for staff.

- VI. Audit Recommendations (Audit firm and Consultant)
 - The audit presentation in November recommended that we simplify our fund lines. Nikeda has been working on this; and is working with a consultant and an auditor.

- VII. Financial Reports and Charts
 - Nikeda stated she is working on a flow chart for account payables. She also asked for suggestions for reports or charts that would be beneficial to the Board.

- VIII. Library Building Projects
 - Nikeda gave everyone a copy of the Space Audit. It was decided that a separate meeting was needed for a presentation from the consultant. It was also suggested by the Board President that the board start thinking about how much support to give to a remodel project.

- IX. Other

X. Final Thoughts

XI. Motion to Adjourn

- Trustee Coleman made a motion to adjourn the meeting. Seconded by Trustee Gillis.
Motion carried.

The Board adjourned at 6:40 pm.

Approved by Trustee Coleman, Chairperson

Prepared by Laretta Benford