

Reed City Area District Library
Finance Committee Meeting Minutes
April 21, 2014

Attending: Phil Noreen, Board Vice President
Mary Neal, Board Treasurer
Heather Symon, Library Director
Christine Cox, Board President

The Finance Committee Meeting convened at 4:15 pm in the Reed City Area District Library Community Room to discuss the 2014/2015 Fiscal Year Budget for the Reed City Area District Library.

- Narrative per line item on the first draft 2014/2015 Fiscal Year Budget was provided by Christine Cox, who drafted the document based on preliminary revenue and expenditure investigation. The committee made some line item adjustment changes to the draft budget.
- It was noted that Heather Symon would present information back to the group after performing some research on the following expenditure lines:
740.500-Newspapers (seeking donations of subscriptions)
818.200-Janitorial (exploring alternatives)
850.500-Internet (exploring alternatives)
818.000-Contractual (exploring option to discontinue current service contract)
920.000-Utilities (look at last year's expenses-report if significantly different from \$ 6,000 presently budgeted)
The Committee will make the final budget recommendation based on this research.
- Additional considerations and/or discussion included:
 - Consideration of reintroducing the "Adopt-A-Magazine" program as a cost saver
 - Consider requesting e-mail contacts for existing patrons to facilitate future overdue notices via e-mail

The Committee meeting ended at 5:45 pm.

Submitted by:

Heather Symon, Library Director

Approved April 28, 2014