

**Reed City Area District Library
Budget & Finance Committee Meeting Minutes
Wednesday, March 23, 2015; 4:00 p.m.**

Present:

Christine Cox, President, Reed City
Phil Noreen, Vice President, Reed City
Mary Neal, Treasurer, Reed City
Edie Betzing, Trustee, Richmond
Heather Symon Bassett, Library Director
David Bisbee, Reed City City Council Member

1. Call to order

The meeting was called to order by Phil Noreen, Vice President and Committee Chair, at 4:03 p.m.

2. Approval of Agenda

A motion was made by Christine Cox and seconded by Edie Betzing, and approved unanimously, to approve the agenda as presented.

3. Approval of Minutes

A motion was made by Mary Neal, seconded by Christine Cox, and approved unanimously, to approve minutes as presented for the March 11, 2015 Budget and Finance Committee meeting as corrected.

4. Citizen's requests/public comment

None.

5. Old Business

- The Committee reviewed a tentative 2015/2016 Fiscal Year budget and agreed with recommendations to decrease several line items from what was previously proposed as per recommendations from David Bisbee.
- It was agreed that the newly proposed budgeted amount of \$ 3,000 for books (line 971-790-740.100) would be spent over the first six months of the 2015/2016 Fiscal Year budget, with a moratorium on regular book purchases the last six months in preparation for an anticipated move to the future library site. This budgeted line amount may be reevaluated consistent with level of progress at future site.
- A motion was made by Christine Cox, seconded by Edie Betzing, and approved unanimously, to review wage recommendations at the next Budget and Finance Committee meeting in closed session.
- Mary Neal noted, and the Committee agreed on, the need for a resolution authorizing signatory changes for the bank account at Huntington Bank facilitating online donations, which will be presented at the next meeting.
- It was agreed that bank account policies would be reviewed and discussed at the next meeting.
- It was agreed that the next Budget and Finance Meeting would occur on March 30, 2015 at 5 pm at the Reed City Area District Library.

6. New Business

None.

7. Adjournment

A motion was made by Christine Cox, seconded by Edie Betzing, and approved unanimously, to adjourn at 6:06 pm.

The next Budget and Finance Committee meeting will be held Wednesday, March 30, 2015 at 5 pm and the next regular meeting of the RCADL will be March 30, 2015 at 6 pm. in the RCADL community room.

Respectfully submitted,

Heather Symon Bassett, Director

Entered into record March 30, 2015