

## KENT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

### Finance Committee Meeting, March 19, 2014

Present: Joseph Harding, Chairman; Beverly Birkmire, Board Member; Richard Kalter, Board Member; Sarah Schut, Public Representative; Jacqueline Adams, Library Director; Chris Walmsley, Staff Member

The meeting was called to order at 3:00 pm.

The agenda for the meeting was reviewed. No changes were made.

The minutes of the previous meeting was reviewed. Ms. Birkmire moved to approve the minutes as submitted. Mr. Kalter seconded the motion, which was approved unanimously.

### Treasurer's Report

Ms. Birkmire reported that 34 checks had been signed in the month of February. Ms. Birkmire further reported on the current bank balance.

The committee discussed the mileage reimbursement rate, with Ms. Adams commenting that the IRS had lowered the rate to \$.56 per mile for 2014.

Ms. Adams informed the committee that there was a meeting scheduled for March 27 with the County Administrator and that on April 1, the board would be presenting to the commissioners.

### Budget Adjustments

Ms. Birkmire presented budget adjustments for the Fiscal Year 2014 budget to account for increases to the Targeted Revenue and Targeted Expenditures. Ms. Birkmire moved to recommend the Board of Trustees approve an increase of \$15,074 to the Targeted Revenue, an increase of \$9,102 to the Targeted Programming, an increase of \$1,160 to the Targeted Fixed Assets, and an increase of \$4,812 in Targeted Materials. Ms. Schut seconded the motion, which was approved unanimously.

The committee discussed the meeting with the commissioners.

No further business was brought before the committee.

Ms. Birkmire moved to adjourn the meeting. Mr. Kalter seconded the motion, which was approved unanimously.

A handwritten signature in black ink, appearing to be "Joseph Harding", written in a cursive style.