

Sarah Schut.

KENT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

Finance Committee Meeting, March 30, 2017

Present: Sarah Schut, Chairman; Charles Lerner, Treasurer; Joseph Harding, Trustee; Barbara Macbeth, Trustee; Earl Runde, Trustee; Jacqueline Adams, Director

The meeting was called to order at 9:00 am.

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

The minutes of the previous meeting were reviewed. No changes were made.

The minutes of the previous meeting were reviewed. Mr. Lerner moved to approve the minutes as submitted. Mr. Runde seconded the motion, which was approved unanimously.

Treasurer's Report

Mr. Lerner reported that the bank account balance for the library was \$247,809.28 with a working balance of approximately \$117,809.28.

Director's Report

Ms. Adams reported that an extension for the use of funding in FY2017 capital grant for the HVAC installation would be filed as the system would be installed in early FY2018.

Mr. Harding recommended that a letter of thanks be sent to The Board of County Commissioners for the Chestertown branch funding initiatives: 1.) replacement electronic doors, 2.) a study of the current electrical system. Ms. Macbeth agreed to write the letter on behalf of the library trustees and staff members.

Ms. Adams reviewed current revenues, expenditures, and adjustments. Mr. Runde moved to recommend approval of the adjustments to the full board. Mr. Lerner seconded the motion, which the committee approved unanimously.

The committee discussed possible funding proposals that must be approved by the full board for submission to the Foundation by April 28.

Ms. Adams presented the library marketing and outreach possibilities in purchasing software plus support for a program that is used by the Queen Anne County Free Library. Reportedly, the program known as Orange Boy has generated data that was used in the library's strategic long range plan. Ms. Macbeth, Ms. Adams, and other library personnel will attend a presentation of the benefits that the program could offer.

The committee further discussed the larger priority of procuring Foundation funding for Project 2020 initiatives.

Mr. Runde moved that the committee recommend discussion and action to the full board regarding possible Foundation funding proposals. Mr. Lerner seconded the motion, and the committee's recommendation was approved unanimously.

Mr. Lerner moved that the committee meeting be adjourned. Mr. Runde seconded the motion, which was approved unanimously. The meeting was adjourned at 10:10 am.

The next Finance Committee meeting is scheduled for April 27 at 9:00 am in the Chestertown Library Inc. building.