

**Minutes
Mead Public Library
Finance Committee Meeting
Thursday, November 4, 2021
6:30 p.m.**

The meeting of the Mead Public Library (MPL) Finance Committee was held on Thursday, November 4, 2021 in the Loft. Present Committee Members: Finance Officer Sherry Speth (presiding), Barbara Alvarez, and MPL Board President Maeve Quinn. Absent Committee Members: Alderperson Amanda Salazar. Present staff members: Director Garrett Erickson, Business Manager Debbie DeAmico, and Administrative Assistant Sydney Mehn.

1. OPENING OF MEETING

1. CALL TO ORDER AND DETERMINATION OF QUORUM: Speth called the meeting to order at 6:32 p.m. and determined there was a quorum present.
2. APPROVAL OF MINUTES. Quinn **moved** to approve the minutes from the August 12, 2021 meeting. Speth **seconded**. The motion **passed**.

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

1. REVIEW AND POSSIBLE ACTION ON PAYMENT OF CURRENT EXPENDITURES, INCLUDING PAYROLL AND SPECIAL REVENUES (GRANTS, GIFTS AND DONATIONS) Speth **moved** to recommend to the full Board of Trustees to accept payment of current expenditures, including payroll, recurring expenditures, and special revenues including grants, gifts and donations. Alvarez **seconded** the motion. The motion **passed**.
2. RECEIVE 2021 BUDGET STATUS REPORT TO DATE Speth updated the group on the current budget status, noting that there was nothing out of the ordinary.
3. DISCUSSION AND POSSIBLE ACTION - 2022 BUDGET RE-APPROVAL Erickson discussed the council approved budget from November 1, 2021, noting that the returned budget was flat. Quinn **moved** to approve the revised budget as presented. Speth **seconded**. The motion **passed**.
4. DISCUSSION AND POSSIBLE ACTION - PROPOSED CIP PROJECTS FOR BALANCE OF 2021 Erickson updated the group on two current projects. First, a fence project for the East side of the library. The project would cost approximately \$20,000. Quinn **moved** to recommend to the full Board of Trustees to accept the fence project as presented. Speth **seconded** the motion. The motion **passed**. Erickson next presented the group with an architect project looking at the use of library spaces. The project would cost approximately \$44,000. Alvarez **moved** to recommend to the full Board of Trustees to accept the architect proposal as presented. Quinn **seconded**. The motion **passed**.

3. ITEMS FOR FUTURE DISCUSSION

1. FUTURE ITEMS FOR DISCUSSION There will be one more CIP project brought forth at the next meeting that will be centered around display cases for the Warschau collection, however a quote has not been received yet.

4. UPCOMING MEETINGS

1. MEAD PUBLIC LIBRARY BOARD OF TRUSTEES (TBD)

5. ADJOURN

1. MOTION TO ADJOURN Alvarez **moved** to adjourn the meeting, Quinn **seconded**. The motion **passed**.

Being no further business, the meeting adjourned at 6:52 p.m.

Generated by Sydney Mehn on Monday, November 8, 2021