

## Finance Committee

March 19, 2014

Meeting called to order at 10:15 am in the Library Director's Office.

Attendees: Janet McAllister, Library Director; Diana Kerr-Herrmann, Trustee; Cheryl Soerensen, Board Trustee and Treasurer

Topics Discussed:

Old Business:

- Update of meeting with Dale Laningham regarding building concerns. Meeting notes attached.
- Truth in Taxation is not a concern at this time. Jon Ellis will apprise the Board of time to do necessary notification.

New Business:

- Discussed need to increase Director's discretionary spending fund amount to \$1000 from \$500, which used to be a reasonable amount.
- Discussed more detail for budget line items and expenditures
- Committee did a walk-through of the Main Entry and Library to assess long and short term needs

**Long Term Needs:**

- Updates to heating and air conditioning units
- Painting the Library
- Power Entry Doors
- Main Public Restrooms and shared main hall need some TLC, floor, base board, and wall cleaning .

**Short Term Needs:**

Building Needs:

- Back Door of Community Room leaks due to outside sidewalk problems with concrete threshold

Library Needs:

- Employee Restroom needs:  
Taping, patching, and painting of the walls  
Floor needs deep cleaning
- Workroom needs:  
Taping, patching, and painting of the walls

- Window needs:  
Caulking to stop drafts
- Circulation desk needs:  
Carpet torn and needs replacing with carpet squares or some other material  
Refigure the desk for better use and add space for shelves

Many of these are regular updates due to the age of the facility (20 yrs.).

Director is going to get some quotes for painting needs, carpet, and circulation desk changes so the committee can make informed recommendations to the Board.

Next Meeting April 1, 2014

Submitted by Cheryl Soerensen