

DANVILLE PUBLIC LIBRARY
FINANCE COMMITTEE
MINUTES

Treasurer Jane Andrews called the monthly meeting of the Finance Committee to order at 3:45 p.m., Tuesday, September 19, 2023, held at the Second Floor Meeting Room of the Danville Public Library.

Members Present

Jane Andrews
Mark Denman
Zach Gwinn
Mary Reik

Members Absent

Others

Bill Satterwhite

Staff Present

Jennifer Hess/Exec Director
Johnson Flanagan/Director of Operations
Brooke Kuchefski/Director of Community Relations
Reno Torres/Business Manager
Ruey Sandusky/Admin Department

Approval of Agenda

Mary moved to approve as presented, Zach Seconded, Passed unanimously

Approval of Minutes

Zach moved to approve as presented, Mary Seconded, Passed unanimously

Review of Fiscal Report for July 2023 and Invoices to be approved

Fiscal Report: Jane drew everyone's attention to the payment of \$16,000 from Cincinnati Insurance that was to pay for fixing our lighting that was damaged in the storm. She also drew attention to the microfilm digitization line that has been reimbursed in full by the Foundation.

Mary moved to approve, Zach seconded, Passed unanimously

Jane drew everyone's attention to the last page of the gold papers to the charge of \$9,852.39 to Ramp. She explained that Ramp is a purchasing program that allows employees to request approval to purchase things using a credit card connected to them. The cards are mostly used to purchase things for the DLF Grant and the majority of that number will be reimbursed by the foundation. Also, check number 37270 is the final payment to Jim Keller. Utilities charge is higher than normal because we were billed for 2 months at once.

Zach moved to approve, Mary Seconded, Passed unanimously

Old Business

New Business

There was no need for a closed session.

The Committee's next meeting will be held on Tuesday, October 17, 2023, 3:45 p.m., Second Floor Conference Room.

There being no further business to come before the Board, Jane Andrews adjourned the meeting at 3:56 p.m.