

**DRAFT**  
Subject to  
Approval

## MINUTES

McMillan Memorial Library  
Finance Committee  
March 10, 2022

1. Ms. Feith called the meeting of the McMillan Memorial Library Finance Committee to order at 5:00 p.m.
2. Ms. Feith established that this was a public meeting and appropriate public notice was given.
3. ROLL CALL ATTENDANCE:  
Committee Members Present: Susan Feith, Kim Heniadis, William Clendenning, Elizabeth St. Myers, and Andrea Galvan  
Committee Members Absent: Craig Broeren  
Administration: Andrew Barnett and Vicki Steiner
4. MINUTES: **A motion to approve the Minutes of the February 8, 2022 Finance Committee meeting was made by Mr. Clendenning, second by Ms. Heniadis. Motion carried.**
5. OLD BUSINESS:
  - a. Status Report on Job Posting for Library Director. Ms. Feith gave an update on the Library Director search and job postings. Discussion followed.
  - b. Status Report on Documentation Regarding Disposal of Library Equipment and Furnishings. Discussion followed.

### NEW BUSINESS:

Ms. Feith discussed holding working sessions on developing policies going forward.

- a. Review and discussion of Learning Futures Project Revenue Account Information Report. Ms. Feith opened discussion on the Learning Futures Revenue Account. Donation levels and donor recognition were discussed.
- b. Review of Cash Handling Procedures and Policy Discussion  
Ms. Feith opened discussion on cash handling procedures. Discussion followed. Some school district policies were shared.
- c. Review and Discussion of Draft Budget for Proposed Open House  
Ms. Feith discussed a draft budget for the open house. Discussion followed. Further discussion will take place at the next meeting.

INFORMATION REQUESTS: None

**A motion to adjourn was made by Ms. Feith, second by Ms. Heniadis. Motion carried and the meeting adjourned at 6:16 p.m.**

Respectfully submitted,  
Vicki Steiner, Secretary