



Finance Committee

Meeting Minutes for

August 20, 2024

1. Call to Order: Chair Rasmussen called the meeting of the McMillan Library Finance Committee to order at 4:00p.m.

2. Open Meetings Declaration: Chair Rasmussen established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

3. Roll Call:

Committee Members:

Ron Rasmussen

Ryan Austin

Elizabeth St. Myers

Susan Feith

Evan O'Day

~~Emily Kent~~

Dennis Martin

Other Board Members:

~~Andrea Galvan~~

~~William Clendenning~~

~~Karen Schill~~

~~Scott Kellogg~~

~~Connie O'Keefe~~

Administration: Katherine Elchert, Library Director; Claire Parrish, Assistant Director

Others in Attendance:

4. Approval of the Minutes: Motion by S. Feith to approve the July 10, 2024 meeting minutes, second by D. Martin. Motion carried unanimously.

5. 2024/2025 Budgets Review and Discussion: Elchert reviewed data requested by the Library Board, board discussed.

Motion by S. Feith to send the draft 2025 budget with Revenues of \$1,844,363 and Expenses of 1,839,349 to the full board, second by D. Martin. Discussion. Motion carried unanimously.

6. Petty Cash/Square Accounting: Feith summarized petty cash account standards and current library account. Committee directed Elchert to close the account by moving funds into the city account and updating the Square to deposit in the city account.

7. Future Meeting Date: Wednesday September 11 @ 4pm

8. Items for Next Agenda

- Quote for concrete work on E Grand Ave; special Zoom meeting to discuss for Finance: Tuesday, August 27th at 4pm
- Proposed financial policies
- update on petty cash/square accounting
- update on Learning Futures donor recognition board



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9. Adjournment

S. Feith motioned to adjourn, second by R. Austin.

Chair Rasmussen adjourned the meeting at 5:22pm.

Respectfully Submitted: Claire Parrish, Assistant Director