

City of Sheboygan
2018-09-27

B43JX24D9DBD

Minutes Mead Public Library Finance Committee Meeting Thursday, September 27, 2018 3:15 p.m.

The meeting of the Mead Public Library (MPL) Finance Committee was held on Thursday, September 27, 2018 in the Loft.

Present Committee Members: MPL Finance Officer Chair Dolcye Johnson presiding, and MPL Board President Maeve Quinn. Staff members present: Director Garrett Erickson, Business Manager Debbie DeAmico, and Administrative Assistant Sydney Mehn. Committee members absent: Alderperson Mary Lynne Donohue.

OPENING OF MEETING CALL TO ORDER AND DETERMINATION OF QUORUM: Johnson called the meeting to order at 3:16 p.m. and determined there was a quorum present.

APPROVAL OF MINUTES. Johnson moved to approve the Finance Committee minutes for the August 23, 2018 meeting. Quinn seconded, the motion passed.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION REVIEW AND POSSIBLE ACTION ON PAYMENT OF CURRENT EXPENDITURES, INCLUDING PAYROLL AND SPECIAL REVENUES (GRANTS, GIFTS AND DONATIONS). Johnson 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. Quinn seconded the motion. The motion passed.

RECEIVE 2018 BUDGET STATUS REPORT TO DATE DeAmico reported that the 2018 budget status has been reviewed and found to be in good order. There were a few accounts noted as being over the target for this time of year, but were explained by DeAmico in her e-mail prior to the meeting. The concept of the budget dollars being transferred between accounts was also discussed, due to the overages. It was decided that the library should continue to keep the books as they have been as that is the best workflow for them, providing Public Services Manager and Business Manager keep in close communication.

ITEMS FOR DISCUSSION UPDATE ON SICK LEAVE BANK Erickson noted that City HR and Chuck Adams spoke to him regarding the sick leave policy. The City recommended that the Library provide the option to each retiree participant of either taking the payout or remaining on the City healthcare plan administered by City HR. Current Mead Public Library employees with the sick leave benefit will be compensated for the eligible hours in their sick bank.

ITEMS FOR FUTURE DISCUSSION

UPCOMING MEETINGS MEAD PUBLIC LIBRARY FINANCE COMMITTEE MEETING ON OCTOBER
25, 2018 @ 3: 00 PM

ADJOURN MOTION TO ADJOURN Quinn moved to adjourn the meeting, Johnson
seconded. The motion passed. Being no further business the meeting adjourned at
3: 45 p.m. Generated by Sydney Mehn on Friday, September 28, 2018