

HINSDALE PUBLIC LIBRARY

Finance/Personnel Committee Minutes
Tuesday, February 13, 2018 at 7:00 p.m.

Present: Amy Glynn, Treasurer; Margaret Berg, Trustee; Kristin McDaniel, Trustee; Karen Kleckner Keefe, Executive Director; Lisa Knasiak, Patron Services Manager/Assistant Director; Nancy Marvan, Office Manager
Absent: Julie Liesse, President (Liesse listened via phone, but did not vote)

The meeting was called to order at 7:00 p.m.

Minutes

On a motion by Margaret Berg and seconded by Kristin McDaniel, the minutes of the November 7, 2017 meeting of the Finance Committee were unanimously approved.

FY19 Budget Review

Executive Director Keefe reviewed the proposed FY19 budget with the Committee. They discussed any significant changes from last budget year. Keefe advised the committee of a budgeted increase to the Planning Services line due to our Strategic Plan needing to be reviewed this upcoming fiscal year. They also discussed the Salary line. She is looking at additional administration support. This budget is very preliminary until more specific amounts are provided regarding the increase of certain services and supplies. The Finance Committee will review the budget again in March and then discuss with the full Board. The Board will vote to approve the FY18/19 Budget in April.

Executive Director Review Process

Treasurer Glynn will be sending out surveys to the Board members as well as Keefe's direct reports. They will meet again March 13, 2018 to review the feedback and decide on a compensation recommendation to bring to the Board in March.

Other Business

The Committee scheduled their next meeting for March 13, 2018. Kristin McDaniel reminded the Committee of the art reception being held Thursday evening.

Adjournment

There being no other business before the committee, on a motion by Kristin McDaniel and seconded by Margaret Berg, the committee unanimously agreed to adjourn at 7:40 p.m.

Approved: March 20, 2018