

# HINSDALE PUBLIC LIBRARY

Finance/Personnel Committee Minutes  
Thursday, January 26, 2023

Present: John Bloomfield, Treasurer; Emily Zeng, Vice-President; Denise Wong, Secretary

Also Present: Karen Kleckner Keefe, Executive Director; Nancy Marvan, Office Manager

Bloomfield called the meeting to order at 11:30 a.m.

## **Approve Minutes**

On a motion by Emily Zeng and seconded by Denise Wong, the minutes of the November 3, 2022 Finance Committee meeting were unanimously approved.

## **Executive Director Review Process**

Bloomfield reviewed the process with the Committee. There will be separate surveys for Keefe's direct reports and members of the Board. They will also provide a salary survey to provide ranges.

## **EOY Capital Transfer**

Keefe and Bloomfield reviewed the capital transfer process with the Committee. This process allows the Board to adjust the amount originally budgeted, based on the EOY operating fund balance and the budget for upcoming capital projects. We are still waiting for final balances for the operating and capital budgets. We will have a better idea of these numbers in February.

## **Other Business**

None

## **Adjournment**

There being no other business before the committee, on a motion by Emily Zeng and seconded by Denise Wong, the committee unanimously agreed to adjourn at 12:15 p.m.

Approved: February 27, 2023