

Red Feather Mountain Library District
Finance Committee Meeting Minutes
January 10, 2018 – 8:30AM -- Approved

Call to order at 8:35 am

Members present: Marleila Springer, Zen Raczkowski, Lynn Wartgow, Lori Davis,
Staff members present: Creed Kidd and Jeanette Heath
Members of the General Public present: Chris Charbonneau

Zen Raczkowski moved to approve the previous meeting's minutes and Lynn Wartgow seconded. Motion carried.

The Committee reviewed the financial reports for December 2017 – Jeanette explained the end of 2017 figures, as well as January 2018 figures, to date, and discussion was made amongst the committee members. Jeanette is going to schedule a visit from Dana, the CPA, during a board meeting, so members can receive a training overview on finance reports.

The Committee discussed the next step for exemption from audit for 2017 – Creed explained that Dana was able to close out the year 2017. She will send electronically our information for exemption for audit to Carl Henderson, then it will be sent to the board for member signatures, then sent off to DOLA by March 31, 2018.

Upcoming expected 2018 financial issues

- Pillow water cistern for library crawlspace
- Darlene's grant for \$2000 from Larimer County will not cover her outdoor and sign improvements
- Telecommunication costs to switch to fiber optics
 - o Currently running \$500 per month. Base cost will be an increase of around \$250.

The Committee reviewed meeting officers: The chairman will be Lori Davis, Treasurer, and the secretary will be Chris Charbonneau, pending her approval as a member of the Board.

The Committee reviewed meeting membership: Lori Davis, Chris Charbonneau, Zen Raczkowski, Creed Kidd, and Jeanette Heath, at this time.

The Committee reviewed the meeting schedule dates and times for 2018: Meetings will be the 2nd Wednesday of the month, at 8:30am. Meeting months will be every other month after the February meeting.

The Committee discussed garnishment payments and how they are processed: the committee will recommend to the board for approval of one signer on checks

Springer moved that this be presented to the Board, Lynn Davis seconded. The motion carried.

The Committee discussed cash deposits. Members were reminded that any member on the board or committee can make a cash deposit for the Library.

Next Finance Committee Meeting: February 14, 2018 at 8:30am.

Adjournment at 10:30am