

**Red Feather Mountain Library District**  
**Finance Committee Meeting Minutes**  
September 21, 2018 9:00 AM

Call to order at 9:07am

Members present: Lori Davis, Chris Charbonneau  
Staff members present: Creed Kidd, Jeanette Heath

There was discussion around the function of the Finance Committee and it was determined that it would primarily function as a committee for end of year budget purposes. Jeanette will continue to distribute monthly financial documents which will be reviewed by the committee, however, monthly meetings, outside of budget season, will not be necessary unless an issue that needs discussion should come up.

Creed reminded the committee that the formal draft of the budget is due to the committee by October 15th.

The committee reviewed the proposed budget for 2019 and there was discussion about possibly increasing the budgets for programing, materials, fees/dues, professional fees, and insurance due to the addition of solar.

The summer reading program was discussed and will be added as a separate line item under programing.

There was discussion around capital projects for 2018 including solar and furniture for the kids room.

The possibility of increasing staffing hour and benefit were discussed.

Several areas of discrepancy were identified and Jeanette pulled reports for review. The errors were identified and Jeanette will be making the appropriate changes.

There was discussion on setting a limit for the grant credit card and it was determined that this should be a decision made by staff.

Adjournment at 10:47 am

Next Finance Committee Meeting: October 19, 2018 at 9:00 AM.

Submitted by Christina Charbonneau