**Dolton Public Library District**

**Board of Library Trustees**

**Finance Committee Meeting**

**Monday, March 9, 2020 – 6:30 p.m.**

**Minutes**

Held at Dolton Public Library District

14037 Lincoln Avenue; Dolton, IL 60419

**Call to Order:**

Trustee Robinson, Chairperson of the Finance Committee called the meeting to order at ***6:40pm***.

**Roll Call:**

Present: Trustee(s) Robinson and Copeland

Also Present: Allyson Withers (Administrative Librarian)

 Lisa Mwesigwa (Business Manager)

**Introduction of Visitors and Public Comments [visitors please keep to no more than 2 minutes]:**

None

**Budget to Actual Review:**

1. February 2020
2. Year to Date

**Unfinished Business:**

1. E-rate Update

Ms. Mwesigwa explained that the library already got the 471 which was awarded to Heritage and the 470 was renewable for a 3-year period.

1. Bank Signatories Update

As soon as the President returns, she can sign the paperwork at the bank and this will be completed.

1. Board Business Operation Administration Policy Update

The committee acknowledged that this could be addressed with revisions to their board by-laws in the future and is under construction.

 D. Computer Purchase Update

 Ms. Mwesigwa stated that this is in the process now to bring the library patron

 computers up to the standard of Windows 10.

 E. Temperature Control Proposal for I.T. Room Update

 Ms. Withers explained that this is now in place. Artic Company has completed the

 project and all the equipment and server are in a cool temperature controlled room.

 This all can now work in tandem, when the higher level patron computers arrive and

 not 'fry' our equipment or server.

 F. Security Desk Purchase Update

 The committee was told that the security desk station and chair were in, but just needs

 to be put together, which is in the process.

 G. Bank Discrepancy Update

Ms. Mwesigwa explained the Flex Shopper situation and that the bank had reimbursed some of the funds, but she was keeping an eye on the matter. Ms. Mwesigwa stated that the bank indicated that there may be a need to open a new account and close this one, if this persists.

 **New Business**

None

**Chairperson’s Message**

 None

 **Adjournment**

 Trustee P. Robinson adjourned the 3.9.20 Finance Committee meeting at ***6:54pm.***