

SHAKER HEIGHTS PUBLIC LIBRARY  
Board of Trustees  
Finance Committee Meeting  
October 11, 2021

Attendance

Members Present: Mr. Cicarella, Mr. Meinhard  
Members Absent: Ms. Hirsch  
Staff Present: Ms. Brodar, Ms. Switzer

Call to Order

Mr. Meinhard called the regular meeting of the Shaker Heights Public Library Board of Trustees Finance Committee to order at 6:34 p.m. in the Bertram Woods Branch Dietz Community Room.

Roll Call: Mr. Cicarella, Mr. Meinhard

Minutes

Mr. Meinhard moved and Mr. Cicarella seconded the motion to approve the September 13, 2021 Finance Committee minutes.

Roll Call: Ayes: Mr. Cicarella, Mr. Meinhard

Nays: None. Motion carried.

Fiscal Officer's Report

PLF Report

Ms. Switzer reported that the September 2021 PLF distribution was 10.2% more than budgeted. Year-to-date the library has received \$152,407 more than budgeted.

Financial Statements

Ms. Switzer reviewed the September 2021 financial statements.

**General Fund through September 2021**

Total 2021 Operating Revenue	\$6,074,638.55
Total 2021 Operating Expenditures	\$3,438,397.98

**All Funds through September 2021**

Beginning Year balance	\$14,701,800.58
2021 Receipts	\$6,750,037.72
2021 Expenditures	\$9,183,844.26
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Unexpended Balance	\$12,267,994.04
Encumbrances	\$3,685,274.33
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Unencumbered Balance	\$8,582,719.71

Mr. Cicarella moved and Mr. Meinhard seconded the motion and the committee recommended the September 2021 financial statements to the full Board for approval, with two minor corrections.

Roll Call: Ayes: Mr. Cicarella, Mr. Meinhard

Nays: None. Motion carried.

#### Creation of ARPA Grant Special Fund

Ms. Switzer requested approval to create a Grant Special Fund to manage the American Rescue Plan Act (ARPA) Community Connections Grant for \$39,000 the library received through the State Library of Ohio. The grant will fund a nine-month arts series entitled **Arts for Resilience in Our Community (AROC)**. The project will run from November 1, 2021 through June 30, 2022.

Mr. Meinhard moved and Mr. Cicarella seconded the motion and the committee recommended creation of the LSTA Grant Special Fund to the full Board for approval.

Roll Call: Ayes: Mr. Cicarella, Mr. Meinhard

Nays: None. Motion carried.

#### Special Grant Funds Budget Adjustments

Ms. Switzer requested approval of the 2021 revenue and expenditure budgets for the LSTA Grant and the ARPA Community Connections Grant Fund.

Mr. Meinhard moved and Mr. Cicarella seconded the motion and the committee recommended the revenue and expenditure budgets of the two grant funds as shown to the full Board for approval.

	<u>Revenue</u>	<u>Expenditures</u>
214 - LSTA Grant	\$3,600	\$1,700
Community Connections Grant	\$6,000	\$6,000

Roll Call: Ayes: Mr. Cicarella, Mr. Meinhard

Nays: None. Motion carried.

#### New Business

The committee discussed the progress of the Forward Together process and expressed that they would like cost information about the options to be considered. Ms. Switzer reported that Gilbane Building Company will be doing cost estimating for the joint master facilities plan.

#### Adjournment

Since there was no further business to discuss, Mr. Cicarella moved and Mr. Meinhard seconded a motion to adjourn the finance committee meeting at 8:00 p.m. and the

committee unanimously agreed. The next Finance Committee meeting of the Shaker Heights Public Library Board of Trustees will be Monday, November 8, 2021 at 7:00 p.m. in the Bertram Woods Branch Dietz Community Room.