

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Finance Committee Meeting
November 14, 2022

Attendance

Members Present: Dr. Barnard, Mr. Cicarella, Dr. Rogen
Other Board Members Present: Mr. Bertsch
Staff Present: Ms. Brodar, Ms. Brown, Ms. Ritchey, Ms. Switzer

Call to Order

Mr. Cicarella called the regular meeting of the Shaker Heights Public Library Board of Trustees Finance Committee to order at 6:30 p.m. in the Main Library Ludlow Room.

Roll Call: Dr. Barnard, Mr. Cicarella, Dr. Rogen

Minutes

Dr. Rogen moved and Dr. Barnard seconded the motion to approve the October 10, 2022 Finance Committee minutes.

Roll Call: Ayes: Dr. Barnard, Mr. Cicarella, Dr. Rogen

Nays: None. Motion carried.

Fiscal Officer's Report

PLF Report

Ms. Switzer reported that the October 2022 PLF distribution was 8.7% more than budgeted.

Mr. Bertsch arrived at 6:40.

Financial Statements

Ms. Ritchey reviewed the October 2022 financial statements.

General Fund through October 2022

Total 2022 Operating Revenue	\$ 6,552,159.44
Total 2022 Operating Expenditures	\$ 4,365,699.85

All Funds through October 2022

Beginning Year balance	\$ 9,992,021.31
2022 Receipts	\$10,440,787.86
2022 Expenditures	\$ 6,443,738.04
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Unexpended Balance	\$13,989,071.13

Encumbrances	\$ 1,158,466.08
Unencumbered Balance	\$12,830,605.05

Dr. Barnard moved and Dr. Rogen seconded the motion, and the committee recommended the October 2022 financial statements to the full Board for approval.

Roll Call: Ayes: Dr. Barnard, Mr. Cicarella, Dr. Rogen
 Nays: None. Motion carried.

Fund 222 Budget Adjustment

The library received \$39,000 in ARPA funds in 2021. When the 2022 budget was created, 2021 purchase orders were open for a portion of the balance. One of these purchase orders was closed with a balance of 11.83. It was not included in the request for the 2022 budget. The 2022 budget is short by \$11.83.

Description/Fund	Revenue	Expenditures
<u>ARPA Community Engagement (222)</u>		\$11.83

Dr. Rogen moved and Dr. Barnard seconded the motion, and the committee recommended the Fund 222 budget adjustment to the full Board for approval.

Roll Call: Ayes: Dr. Barnard, Mr. Cicarella, Dr. Rogen
 Nays: None. Motion carried.

2023 Tax Advance Resolution

Ms. Ritchey requested the committee recommend approval by the full Board of the resolution to approve receiving tax advances.

Mr. Bertsch moved and Dr. Rogen seconded the motion, and the committee recommended the resolution to request from the County Fiscal Officer to draw, and to pay by draft or through wire transfer to the Fiscal Officer of the library, all funds due to the Shaker Heights Public Library that may be in the County Treasury for the year 2023, except such amount that may be required by law to be paid to State authorities.

Roll Call: Ayes: Dr. Barnard, Mr. Cicarella, Dr. Rogen
 Nays: None. Motion carried

New Business

None.

Adjournment

Since there was no further business to discuss, Dr. Barnard moved, and Dr. Rogen seconded a motion to adjourn the Finance Committee meeting at 6:51 p.m. and the committee unanimously agreed. The next Finance Committee meeting of the Shaker Heights Public Library Board of Trustees will be Monday, December 12, 2022 at 6:30 p.m. in the Main Library Ludlow Room.