

SHAKER HEIGHTS PUBLIC LIBRARY  
Board of Trustees  
Finance Committee Meeting  
April 8, 2024

Attendance

Members Present: Dr. Barnard, Ms. Tendulkar  
Members Absent: Dr. Rogen  
Staff Present: Ms. Ritchey, Ms. Switzer

Call to Order

Dr. Barnard called the regular meeting of the Shaker Heights Public Library Board of Trustees Finance Committee to order at 6:32 p.m. in the Bertram Woods Community Room.

Roll Call: Dr. Barnard, Ms. Tendulkar

Minutes

Ms. Tendulkar moved, and Dr. Barnard seconded the motion to approve the March 11, 2024, Finance Committee minutes.

Roll Call: Ayes: Dr. Barnard, Ms. Tendulkar  
Nays: None. Motion carried.

Fiscal Officer's Report

Financial Statements

Ms. Ritchey reviewed the March 2024 financial statements.

**General Fund through March 2024**

Total 2024 Operating Revenue	\$ 3,000,810.25
Total 2024 Operating Expenditures	\$ 2,140,669.21

**All Funds through March 2024**

Beginning Year balance	\$11,769,164.08
2024 Receipts	\$ 3,908,587.94
2024 Expenditures	\$ 2,293,769.61
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Unexpended Balance	\$13,383,982.41
Encumbrances	\$ 732,961.02
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Unencumbered Balance	\$12,651,021.39

Dr. Barnard moved, and Ms. Tendulkar seconded the motion, and the committee recommended the March 2024 financial statements to the full Board for approval.

Roll Call: Ayes: Dr. Barnard, Ms. Tendulkar

Nays: None. Motion carried.

### Procurement Cards

Ms. Ritchey presented the Procurement Card Policy for review and discussion.

Ms. Tendulkar moved, and Dr. Barnard seconded the motion, and the committee recommended the Procurement Card Policy and moving forward with applying for Procurement Cards to the full Board for approval.

Roll Call: Ayes: Dr. Barnard, Ms. Tendulkar

Nays: None. Motion carried.

### New Business

None.

### Adjournment

Since there was no further business to discuss, Dr. Barnard moved, and Ms. Tendulkar seconded a motion to adjourn the Finance Committee meeting at 7:17 p.m. and the committee unanimously agreed. The next Finance Committee meeting of the Shaker Heights Public Library Board of Trustees will be Monday, May 13, 2024 at 6:30 p.m. in the Main Library Ludlow Room.