



FINANCE COMMITTEE MEETING MINUTES  
HIGHWOOD PUBLIC LIBRARY BOARD OF TRUSTEES  
Thursday June 11, 2015 –6:00 P.M.  
Adult Reading Room Conference Table

1. **Call to order at 6:15 pm**
2. **Roll call: Lucy Hospodarsky, Nora Loredo**
3. **Discuss expenditure of new wall and new door for Director's Office**
  - Finance Committee reviewed two estimates from At Your Service for work to Director's office.
4. **Motion to approve expenditure for Director Office updates**
  - Finance Committee approved expenditure of \$1645.00 based on estimate from At Your Service.
5. **Motion to approve expenditure of proposal from Toji Engineering, Ltd. for providing completed MEP engineered drawings ready for permit /bid and construction.**
  - Finance Committee approved expenditure up to \$3500.00 for Toji Engineering.
6. **Review of FY15 fiscal year end Financials**
  - Finance Committee reviewed the accrual FY15 year end financials. We compared the Profit and Loss to FY14 year end financials. We reviewed all the line items on the FY15 financials for large amounts over and under the budget amounts. Treasurer will include this information in the Treasurer's Annual Report.
7. **Old Business: None**
8. **Adjournment: 8:42 pm**

Board of Trustees

Lucy Hospodarsky, President • Laurie Lenzini, Vice President • Catherine Regalado, Secretary • Nora Loredo, Treasurer

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