

**Highwood Library and Community Center
Finance Committee Meeting
June 29, 2023**

Present:

Trustees: Treasurer Nora Loredo, President Lucy Hospodarsky, Finance Committee Member Jason Muelver

Personnel Present: Associate Director Laura Ramirez

President called the meeting to order at 6:31 p.m. and Roll Call was taken

1. Motion made by Ms. Loredo to approve the June 6, 2023 Finance Committee meeting. Ms. Hospodarsky seconded and all in favor approved.
2. Review of check #2602 to contractor Carolina Brito for \$1888. This payment was accidentally missed in the normal payment cycle for checks that were approved at the June 26 regular Board meeting. Carolina provides services for grant programming. Ms. Loredo moved to approve payment to Carolina Brito, Ms. Hospodarsky seconded, and all in favor approved this payment.
3. Review of check # to Andres T Tapia and Lori J Tapia Possibilities Fund for \$3400 for staff training. Amount to be paid by the Julian Grace Grant. Ms. Loredo moved to approve payment to Carolina Brito, Ms. Hospodarsky seconded, and all in favor approved this payment.
4. Discussion on increasing the insured amount for the Treasurer Bond and employee performance blanket bond to the required 50% of operating budget. Mr. Muelver will contact Viti insurance week of July 5 to initiate process.
 - a. Hartford Insurance provides the Treasurer Bond and Pekin Insurance provides the blanket employee performance bond. Pekin Insurance does not insure above 100,000 so that carrier will no longer be an option.

Ms. Hospodarsky moved and Ms. Loredo seconded to adjourn the meeting at 6:45 p.m..