



AGENDA – FINANCE MEETING
HIGHWOOD LIBRARY & COMMUNITY CENTER FINANCE COMMITTEE
Location: Highwood Library
Monday June 12, 2024 6 p.m.

1. Call to order – 6:08 p.m.
2. Roll call – Present: Treasurer, Nora Loredo, President Lucy Hospodarsky, Executive Director Laura Ramirez; Absent: Nancy Pastroff, Jason Muelver
3. Public comment from the floor - None
4. New business
 - a. Review of the updated Financial Management Policy.
 - Reviewed the Financial Management Policy and the changes recommended by the Policy Committee. Discussed further changes. Executive Director to make the new changes and route the redlines to the Policy and Finance Committee.
 - b. Approval of recommended changes to the Financial Management Policy.
 - Committee approved changes to be submitted for Board approval.
 - c. Review of grant shortages and budget adjustments.
 - Director presented the status of several grants included in the approved FY2025 grant budget and new grant opportunities and made recommendations for expense reductions in the event there is a shortfall.
 - d. Review discussion with IMET.
 - Director to schedule a call with IMET to review IMET’s proposal. After discussion with IMET, Director to update the Board at the next Board meeting.
 - e. Review Finance meeting minutes.
 - Review of April 15, 2024 meeting minutes
 - f. Approval of Finance meeting minutes.
 - Motion to approve the minutes made by Lucy Hospodarsky. Motion passes unanimously.
5. Adjournment – Meeting adjourned at 7:40 p.m.

Board of Trustees

Lucy Hospodarsky, President • Janell Cleland, Vice President • Catherine Regalado, Secretary • Nora Loredo, Treasurer

Trustees: Bertha Chavez, Paul Martinez, Jason Muelver, Nancy Pastroff

Laura Ramirez, Executive Director director@highwoodlibrary.org

