



AGENDA – FINANCE COMMITTEE  
HIGHWOOD PUBLIC LIBRARY  
Thursday February 20, 2020 5:30 pm

1. Call to order: 6:00pm
2. Roll call: President, Lucy Hospodarsky; Treasurer, Nora Loreda; Director Carmen Patlan
3. Public comment from the floor: None
4. Old business

- Review of FY20 Budget:  
Continuation of February 3 meeting. We reviewed the Spend Down Budget tab of FY20 to see what has been spend to date versus the FY20 Budget.  
We reviewed line by line the expected remaining amounts to spend and amounts under budget as of April 30, 2020.

Email sent to accountants to apply Per Capita to Wages & Salaries.  
Budget line Grants, Wages & Salaries classification ID Per Capita.

Email sent to IT consultant asking for a list of a necessary hardware and software purchases anticipated in remainder of FY20 so we can finalize spend down analysis.  
And requesting technology committee meet to submit list of needed expenditures so we can apply information to the FY21 budget.

We reviewed the FY20 and FY21 Payroll Calculator related to salary and benefit expenses.

5. Adjournment: 9:30pm

Board of Trustees

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

Trustees: Bertha Chavez, Barbara Cizek, Janell Cleland, Diana Joren, Patricia Lenzini

Carmen Patlan, Executive Director    [director@highwoodlibrary.org](mailto:director@highwoodlibrary.org)