

Board of Commissioners Regular Meeting

September 16, 2021

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Congress at 3:07 p.m.

2. **ROLL CALL:**
 - Commissioners Present:
 - Melanie Congress, Chair
 - Nicole McHale, Vice Chair
 - Linda Uhler, Secretary
 - Sandy Zahorchak, Treasurer
 - Roy Gibson
 - Barbara Ruben
 - Commissioner Excused:
 - Susie Holly

A physical quorum is confirmed.

 - Staff Present: Margaret Mohundro, Executive Director
 - Cathy Cameron, Clerk

3. **SETTING OF AGENDA:** The Agenda was set as presented.

4. **PUBLIC COMMENT:** None.

5. **SECRETARY'S REPORT:** Commissioner Ruben presented the Minutes from August 26, 2021 Regular Board Meeting, which were approved as presented.

6. **TREASURER'S REPORT:** Commissioner Zahorchak reviewed the July, 2021 financial reports for the Board. Cash is down due to normal expenditures. Electric bill is high. Commissioners Congress and Zahorchak wish to see Accrued Retirement "Actual" in the Statement of Financial Position using gross payroll numbers for the next fiscal year. Staff Cameron will provide a schedule of service contracts for 2021-22 and to confirm accounting fees.

7. **BUDGET 2021-2022 DISCUSSION:** Commissioner Zahorchak reviewed the DRAFT 2021-22 Budget. No changes have been made since the Tentative Budget Hearing for the upcoming fiscal year. The Final Budget Hearing will convene at 5:01 P.M. this evening, 9.16.2021.

8. **RESERVES DISCUSSION:** Commissioners Zahorchak and Congress led discussion on Reserves. The District had a balance of \$927,615 in Unassigned Reserves/Fund Balance at the end of August, 2021. Considering a change of \$160,000 in September, discussion was heard on adding a line to the Fund Balance Budget for Non-Operating Expenditures – Committed for Capital Projects/Improvements in the amount of \$700,000.

A motion was made by Commissioner Uhler, seconded by Commissioner Ruben approving the commitment of \$700,000 to non-operating Expenditures – Committed for Capital Improvements/Projects. The motion carried unanimously by voice vote.

9. **FOUNDATION UPDATE:** Commissioner Uhler reported that the Foundation is doing well financially. Bill Fellows has joined the Foundation Board and is Acting Treasurer. Director Fellows is developing a budget and investment statement for the Foundation.

- 10. DIRECTOR'S REPORT:** Executive Director Mohundro recapped Library Highlights to the Board: Archives project is nearing completion of its Sanibel photo collection; Library is receiving great comments on Instagram and Facebook – be sure to look at these social media sites; OverDrive purchased Kanopy; Curbside Pick-up will end September 30, 2021 with items on hold migrating to the East Service Desk for patrons to pick up; Staff is busy weeding shelves to remove books in poor condition.
- 11. ADJOURNMENT:** Commissioner Congress adjourned the meeting at 6:26 P.M.

Upcoming Meeting Dates:

Thursday, October 28, 2021 @ 9:00 A.M.

Thursday, November 18, 2021 @ 9:00 A.M.

Thursday, December 16, 2021 @ 9:00 A.M.



Linda Uhler, Secretary
/cac