

East Haddam Public Library System  
Finance Committee Meeting  
December 7, 2015  
7:10 PM at EHFPL Branch

In attendance: Lucille Gardner, Dawn Barlow, Eileen Schwartz, Laurie Prichard

We discussed the Return on Investment Calculator sheet from the ACLB conference that Eileen and Maureen attended. There are some questions to be answered but overall this looks like it will be a great tool for us to use during budget season.

The committee reviewed line items that could be cut from the 2015-2016 budget to comply with the Libraries portion to repay town funds from the STEAP Grant. Possibilities are phone costs – Frontier is adjusting the rate charged to the Rathbun branch. We could defer purchasing furniture which was to be in this year's plan. Another potential cost savings could be in oil – that will be determined as the season continues.

We reviewed the Special Revenue Fund reporting expectations. Laurie will provide a quarterly report for the board moving forward. She confirmed that she sends thank you letters to donors to the fund, unless the person does not want this. We discussed general donations vs donations to the SRF.

We discussed a proposed 2016-2017 budget to review at the Jan finance committee meeting on Jan 11 for presentation/approval at the Jan board meeting on the 14th.

We discussed having a banner put on the websites encouraging end of year giving to the library. Laurie will run this by Michael first.

Next meeting of the Finance committee will be January 11 at 7pm, EHF branch.

The meeting adjourned at 8:15 pm

Respectfully submitted,

Eileen Schwartz