

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT
Budget Committee Minutes
Wednesday, April 4, 2018 at 2 pm

ROLL CALL – Treasurer Gans, Vice President Campbell, Director Steeves. Call to order 2:10 pm.

CITIZEN'S INPUT – n/a

NEW BUSINESS (all possible action items)

- A. Review Draft Budget for Fiscal Year 2018-2019
 - Steeves did a line-by-line review of the draft budget and will revise printing, grants, and IMRF lines as discussed.
- B. Review of Tuition Reimbursement Policy
 - Policy will now apply equally to all staff and require one year of service following reimbursement
- C. Review of Authority to Spend
 - Steeves will pursue increasing the credit card limit to \$5,000 and will add language allowing Director approval of up to \$10,000 for construction-related expenses during approved projects
- D. IMRF Reserve Statement
 - Reviewed
- E. Patron Response to Credit Card Survey
 - Patron response was mixed – some strongly positive, some strongly against. Since there is no startup cost to the Library to offer credit card payment through Square, Steeves will pursue that relationship and draft a credit card use policy including a \$3 service charge per use to offset fees incurred by the Library. Cash and checks will still be payment options. Goal date for offering credit card payment will be following completion of renovation work.
- F. Library Renovations
 - Reviewed latest quote from architect and compared to account balances at BMO Harris.

ADJOURNMENT – 3:05 pm.