

# HARVEY PUBLIC LIBRARY DISTRICT

January 28, 2021

## REGULAR MEETING MINUTES

The meeting began at 6.02pm

President Patterson opens up with this is the Harvey Public Library District Finance Committee Meeting as a whole, Thursday, February 11, 2021 at 6:02pm.

Secretary Morgan is asked to do the Call to Order and to read the first sentence and the rest is as stated in the Governor's Executive Order beginning January 1, 2021.

Secretary Morgan reads the Governor's Executive Order.

### Roll Call

**Present:** Trustee Ervin Mauzkie, Trustee Jerlene Harris, Secretary Charwana Morgan, Treasurer JoAnn Nesbitt, Vice President Price and President Roberta Patterson.

**Absent:** Trustee William Whitaker

### Discussion of Bills and Charges

**Trustee Harris**-Asked the question about Blue Cross Blue Shield-How many people get insurance?

**Interim Director** read the explanation that was given to her by Antonia. The invoices for Blue Cross Blue Shield An update for the actual amount that was due. Vista National the insurance brokerage that works on behalf of the City of Harvey for Blue Cross Blue Shield, encountered issues with separating the library from the city. Invoices they provided are not up to date, but I was in contact with the representative until February 9 to ensure the District's invoices are posted to the account. There's one person who is getting coverage and that's me. Antonia McBride and Robin McCammon are no longer receiving coverage.

**President Patterson** asked if Daryl Crudup is receiving coverage?

**Interim Director** replies No he isn't.

**Trustee Harris**-He gets a stipend of two hundred dollars.

**Interim Director** replied Yes. That is correct.

**Vice President Price**-Larry, can you tell us how much we've paid so far for the medical premiums.

**Interim Director** replies, I can answer that. The total amount for the premium is \$54.43.

**Vice President Price**- The employer's contribution?

**Interim Director** - The total amount to bring the balance current is \$1,583.36.

**Vice President Price**-How much have we paid so far?

**Interim Director** replies it started off at \$4,750.08 but now it's down to \$1,583.36.

**Vice President Price**- Ask Larry Alport if he had anything to present.

**Larry Alport** offered to participate in the meeting just in case the board had any questions regarding the statements.

**Interim Director** asks Larry to share with the board what he does.

Larry goes on to say that he's getting our QuickBooks Software set up and getting all the accounts reconcile so we can start using the software more effectively.

**Trustee Harris** had a question regarding check number 21908? Acacia Financial Group. Are we are still working with them? Is this Phoebe?

**Interim Director** replies Yes, it's Phoebe. I just sent something to me this morning

**Trustee Harris-** **Can we get a record of how much we've the last time she was in contract with us?**

**President Patterson-**Phoebe is still with us. She is our bond advisor.

**Trustee Harris-**No invoice was submitted. What services does she do for \$646.25?

**Interim Director-**I will contact Phoebe and ask her for an invoice.

**Trustee Harris** asks about the Christmas Party. She noticed that we order a lot of gifts. Was this a curbside pickup and the kids came and got it.

**Interim Director** replied, no, this was a virtual event.

**Trustee Harris-**Did they get any kind of kits or anything for the Christmas presentation?

**Interim Director-**Our Reference Librarian read a story, we played games and sang songs and all the kids who signed up to participate in the event received a gift.

**Trustee Harris-**Did that take care of the three hundred and something dollars that was taken out of the Youth Services account?

**Interim Director-**replies yes.

**Trustee Harris requested a chart of accounts.** She wants to know what each the account stands for because she notices in the Profit and Loss Statement, 13031 it says Programs, Adults and Youth, When did we start combining the two? There an age difference

**Interim Director-**replies I have to get back to you on that.

**Trustee Harris-** Had a question regarding General Ledger Account

**Larry Alport** responds that General Ledger has a specific meaning but the Profit and Loss report that a report that's taken from the information that's in the system.

**President Patterson-**Ask was it in our packet?

**Trustee Harris-**Yes replies. I'm asking about

**President Patterson** It's in the Reconciliation Detail