OCPL Board of Trustees
Finance Committee Meeting
Nov. 29, 2022
Minutes

ATTENDING
Christina Ondrako (chair)   Ed Kochian
Tim Mulvey                Jill Hurst-Wahl (ex officio)

Meeting was called to order at 12 noon. The committee discussed:

- A 2023 budget for use of OCPL Board funds – Recognizing that a resolution will be presented at the December Board of Trustees meeting, the committee discussed specifics about that resolution and thoughts of about future use of Board funds. It was agreed to add sponsorship of “Reading Buddies” to the resolution. In addition, it was decided to ask for information on how some of the funds allocated for 2022 were spent as a way of understanding the impact of their usage and how to think about future use of Board funds. Jill took this as an action item.

- Process for future use of Board funds – The committee discussed (1) how the Board might receive requests for funding and (2) how disbursements are made. No recommendation was made on the former. The committee discussed revising the current procedure for the latter. Christina will draft a resolution regarding this.

- Current account reconciliation procedures for Board funds – The person who writes the checks cannot be the person who reconciles the account. Which OCPL staff members are assigned these roles is the purview of Christian, our Executive Director. Jill will email him and ask that he clarify who will support the Board by doing this work.

- Continued research into Board fund restrictions and documentation needed – Tim provided a brief update on this effort. He will communicate with Gail Cox on the documentation that is needed regarding the establishment of these funds.

- Use of Board meeting time - The committee discussed a concern that we need to spend more time during meetings discussing and acting on Board business. Jill said she would take this concern into account when working on the agenda. An option is to receive reports without discuss, which could help with time management.

The meeting adjourned at 1:35 p.m.