***BIRMINGHAM PUBLIC LIBRARY***

***Finance Committee Meeting Agenda***

***September 8, 2014***

3:30 pm

***The mission of the Birmingham Public Library is to provide the highest quality library service to our citizens for lifelong learning, cultural enrichment and enjoyment.***

***Committee Members Included: Judge Scott Vowell, Chair; Georgia Blair, Katrina Watson, and Gwendolyn Amamoo, ex-officio***

***Others Present: Angela Hall, Interim Director; Edith Major, Personnel Officer; Danny Dorroh, Business Office Manager; Jennifer Neely, Administrative Assistant; Barbara Watson; Regions Bank; Chris Walker, Regions Bank***

* **Call to Order**

**The meeting was called to order by Judge Scott Vowell.**

* **HVAC/Maintenance Issues**

**There is concern about the number of days which the various branches of the BPL is closed due to problems with HVAC. This is especially critical during the summer when many students need access to the libraries. A list of the hours lost to HVAC issues so far in 2014 was distributed and discussed. (attached). Tyrone Silmon from the City was invited to the committee meeting but did not attend. The Birmingham Public Library budget was distributed and there was discussion of the cut in the repair and maintenance budget. (attached) The Finance Committee will schedule a time to meet with Tyrone Silmon to discuss possible ways of increasing funds for this line item in order for the equipment to receive preventive maintenance before it fails.**

**Tutwiler Fund**

**Georgia Blair moved the approval of the Investment Policy Statement presented by Barbara Watson and Chris Walker from Regions Bank. Katrina Watson seconded the motion, which passed. The Investment Policy Statement will be presented to the Library Board as a whole. (attachment)**

* **State Aid Budget**

**Angela Hall presented a draft of the State Aid proposed spending for the current fiscal year. Administration will distribute a copy of the documentation to terminate the lease on the former Director’s car.**

**Administration will look into whether or not a specific dollar amount was given for Board travel and also the dollar amount spent by Board members on travel for the last three years. This report should include the positions of those Board members that traveled.**

* **Other**

**It was suggested that the Library Director position be advertised in the following ways: professional library publications, library list server, and newspapers. There was a discussion about the source of funding for the search committee. There was a discussion about unauthorized use of the parking lot behind the central library. Gwendolyn Amamoo suggested that all library branches that have parking lots have signage placed indicating if parking in the library’s parking lot, you must be utilizing the library. If not, either a warning or fine will be imposed.**

* **Adjournment**