

HEARTLAND LIBRARY COOPERATIVE

Meeting Minutes

February 20, 2013

HLC Governing Board members present: DeSoto—Commissioner Gabriel Quave, Highlands County—County Administrator June Fisher, DeSoto—County Administrator Mandy Hines, Okeechobee—County Administrator Robbie Chartier, Glades—Jeanette Peeples, Julie Perry, Ann Ryals, Marion Davis, Lake Placid—Debra Worley, Librarians Lorel Reinstrom, Patti Lang, Mary Booher, Kresta King, Mary Myers,

Absent: Hardee—Commissioner Rick Knight, Diana Youmans, and Highlands—Commissioner Don Elwell, Okeechobee—Commissioner Margaret Helton, Fred Lohrer, Glades—Commissioner Donna Storter-Long

Chairwoman June Fisher called the meeting to order at 10 a.m. Mary Booher opened with prayer and June Fisher lead in the pledge of allegiance. A motion to approve the agenda was made by June Fisher, seconded by Robbie Chartier and passed unanimously. A motion to approve the minutes of the previous meeting was made by Mandy Hines and seconded by Robbie Chartier and passed unanimously.

COORDINATOR'S REPORT

Coordinator Mary Myers presented her reports including the financial report this month's financial report also included graphs, to help make the data more visible to see. Mary asked the board if they wanted the graphs to be added to the report each month, and the board decided unanimously they did. Mary Myers also let the board know that the State Aid checks should be arriving soon to each County. A motion to approve the coordinator's report was made by Commissioner Gabriel Quave, and seconded by Kresta King, and passed unanimously.

NEW BUSINESS

CliftonLarsonAllen, FY 12 Audit Presentation, APPROVAL

Julie Fowler with CliftonLarsonAllen presented the year ended September 30, 2012 audit to the board. Julie stated that Heartland Library Cooperative had a clean audit. Julie went over the financial highlights of the audit and stated the Cooperative's assets exceeded its liabilities at September 30, 2012 by \$170,947 (net assets). Of that amount, \$29,079 was invested in capital assets. As a result \$141,868 (unrestricted net assets) may be used to meet the government's ongoing obligations. Julie also stated that as of September 30, 2012, the fund balance in the Cooperative's general fund was \$176,625 which represents a decrease of \$13,206 or 7% over the previous year. Lastly, Julie

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pointed out that all prior year findings were cleared. A motion to approve the CliftonLarsonAllen audit for FY 12 was made by Robbie Cartier, seconded by Ann Ryals and passed unanimously.

APPROVAL OR ADOPTION COMBINED BUDGET FOR FY13

Coordinator Mary Myers went over the combined budget for FY 13 to be approved or adopted, but there were some calculations that didn't come across in the spreadsheet, so it was decided to table this item until the special meeting on March 13, 2013. Commissioner Gabriel Quave made the motion to table it until the special meeting and Debra Worley seconded it and it was passed unanimously.

REVIEW AND APPROVAL POLICIES UPDATE

Special guest Andrea Connolly Librarian Assistant went over the process that the special policies team went through to update the current policies and procedures manual. Andrea stated there were some 60 plus changes made the manual. The board wanted to see the strike out policies and procedures manual before voting. Coordinator Mary Myers said she would email it to the board again for their review. Commissioner Gabriel Quave made a motion to table this item until the special meeting March 13, 2013, seconded by Debra Worley and passed unanimously.

MEMBER COMMENTS

Commissioner Gabe Quave opened up discussion about what some of reasons might be for the decrease in the door counts at many of the libraries. Librarian Kresta King pointed out that yes the numbers are down from 2009 when the economy was at its lowest, but all the libraries are up from ten years ago.

ANNOUNCEMENTS

Special meeting set for March 13, 2013 at 10 am at the Lake Placid Memorial Library, and the next regular meeting is set for August 21, 2013.

Meeting was adjourned at 11:15 am

Respectfully submitted,

Laura Andrews