**Finance Committee Meeting**

**June 6, 2022**

President Martin opened the meeting at 2:07 p.m. Those present were Trustee Martin, Trustee Balagna, Trustee Cecil, Director Seaborn and Office Manager Jeanne Thomas.

Director Seaborn explained the handouts presented to each member of the committee. She then started discussing the income and expense line items from FY22’s budget and FY23’s starting with the Corporate Budget. Director Seaborn showed a breakdown of the Library Materials expenses. The FY23 salary line includes a 2 ½% buffer for extra staff hours if needed. Staff raises take effect on July 1, 2022.

Director Seaborn and the Finance Committee reviewed and discussed the Liability Budget.

Director Seaborn went over the Building and Maintenance Budget. She is working on an updated job description for the custodial position. Once the job description is complete, hours and pay will be reassessed for this position.

The committee agreed with the draft budgets as presented for Corporate, Liability and Building & Maintenance funds. After which, the draft budgets will be presented for approval by the full board.

The committee adjourned at 3:01 p.m.

Respectfully submitted,

Jeanne Thomas

Recording Secretary