

PONTIAC PUBLIC LIBRARY SPECIAL BOARD MEETING MINUTES

December 20th, 2021 @ 5:30pm

Pontiac Public Library Auditorium

I. Call Meeting to Order / Roll Call

- a. **Present:** Chairperson Hatchett, Trustee Richardson, Treasurer Maxey, Secretary Rutherford
- b. **Absent:** Vice-Chair Earl, Trustee DuVall

II. Moment of Silence

III. Approval of Agenda

Secretary Rutherford made a motion to approve the agenda, supported by Treasurer Maxey

Roll Call: Chair Hatchett – Yes, Trustee Richardson – Yes, Treasurer Maxey – Yes, Secretary Rutherford – Yes

Motion Passes

IV. Public Comment

No Public Comments

V. Audit Presentation – Gregory Terrell and Company

Gregory Terrell presented the library's financial audit for 2021.

Trustee Richardson asked the auditor if the library would receive an updated copy of the audit. This was in reference to the auditor mentioning in his report that the actual amount of Penal Fine revenue was not correctly displayed on the draft copy of the audit. The auditor assured the Board that the Penal Fine revenue amount would be corrected and the library would receive a final draft of the audit.

Trustee Richardson also asked for a recommendation on an investment amount. The auditor recommended that the board have a conversation with Mr. Harden, the library's accountant, and find out what cash-flow requirements the library has and determine what to invest from any excess funds left over.

Trustee Maxey asked for clarification on why the amount of Penal Fines changed from year to year. Mr. Harden explained that the amount of Penal Fine revenue is

determined by the County and therefore neither he nor the auditor would have any input as to why the amount is what it is.

Secretary Rutherford made a motion to approve the financial audit for 2021 as read, supported by Treasurer Maxey

Trustee Richardson suggested that the motion be amended to reflect the updated Penal Fine revenue.

Secretary Rutherford agreed and accepted the amendment

Roll Call: Chair Hatchett – Yes, Trustee Richardson – Yes, Treasurer Maxey – Yes, Secretary Rutherford – Yes

Motion Passes (Motion for Amendment)

Roll Call: Chair Hatchett – Yes, Trustee Richardson – Yes, Treasurer Maxey – Yes, Secretary Rutherford – Yes

Motion Passes (Amended Motion)

VI. Adjournment

Secretary Rutherford made a motion to adjourn the meeting, supported by Trustee Richardson

Roll Call: Chair Hatchett – Yes, Trustee Richardson – Yes, Treasurer Maxey – Yes, Secretary Rutherford – Yes

Meeting Adjourned