

Minutes of the January 17, 2018 Annual Meeting of the Hartford City Public Library  
Board of Finance

Roll Call: Board members present: Michael Tabor, Max Bennett, April Bartlett, Ann Ludwig, Judy Soddors, Jim Weiseman and Pat Clamme. Others attending were Director Michele Risinger, Bookkeeper Jen Holst and Recording Secretary Debbie Ehrhart.

Board of Trustees President Michael Tabor called the meeting to order at 5 p.m.

The Board of Finance must meet yearly to review finances and depositories.

Jim moved that Michael serve as President of the Board of Finance for 2018 and Judy serve as Secretary of the Board of Finance for 2018. Max made a second to the motion. All voted in favor.

**Board of Finance Annual Review of Finances & Depositories:** Michele checked with the State Board of Accounts and verified that all three money institutions in Blackford County are approved for holding library funds. Jim asked if there are reports required from the institutions. Michele said she could obtain them since we should have them if we are audited. The motion to approve to adopt the resolution designating Citizens State Bank, First Financial and Via Credit Union to have the option of holding library funds was made by Pat with a second from Jim. All voted in favor.

**Investment Policy:** The Investment Policy was tabled until next month.

Michele informed the board that payments made for electric, phone, payroll, Department of Revenue, healthcare and gas are made through electronic funds transfers. Less than \$100.00 in interest was made from the checking account during 2017. Michele will provide handouts at next month's meeting detailing a plan to pool the library's investments not necessarily locally but instead in a statewide program. Total variance in Miscellaneous Revenue was \$4.65 short for 2017.

The meeting was then adjourned at 5:15 p.m.

Attest: \_\_\_\_\_  
President

Attest \_\_\_\_\_  
Secretary