

**Warren-Newport Public Library District
Board of Trustees
Committee of the Whole Report**

Committee Work: Finance Buildings & Grounds Policy

Date and Time: 7:00 to 7:45

Summary: What was discussed, reported on, accomplished? Was there consensus on a decision?

o December 31, 2018 financial statements were discussed. Questions were raised regarding

	Actual	Remaining Budget
51410 Telephone	\$ 20,952.8	\$ 20,952.8
51750 photocopier	\$ 14,675.56	15,615.18
		14,328.44

Director Livengood will report back with answers.

o A robust discussion regarding future capital improvements occurred, starting the 2019/2020 budgeting process. Capital improvements will be continued as the budgeting process advances.

o The Bookkeepers who prepare monthly compiled financial statements were discussed. Ryan will call and request a partner who is a CPA be assigned to our account. It may be time to look into other bookkeepers / programs.

Recommendation(s) for Board Action (if any), consent agenda or new business?:

Approval of December 2018 financial statements at next board meeting.

Tasks Pending (if any) Who – What – When: Who's doing the task? What is it? What's the deadline?

Bookkeeping potential changes,

Agenda item(s) for next Committee of the Whole:

Budget process
January financial statements

Submitted by/date:

TREASURER ANDREA FAAR Capizzi