

December 12, 2024 Finance Committee Meeting Minutes

President Van Thompson called the meeting to order at 4:58

**Present:** Van Thompson, Chris Hume

**Absent:** James A Hoffman

**Also Present:** Bianca Sierra

**Introduction of Visitors:** Kate Tredway and Sarah Nelson

**Consent Agenda:** Van moved to approve the minutes from October 22, 2024. Chris seconded. Motion passed.

**Old Business:** None

**New Business:**

1. Contract for Services with Hampton Library District: The finance committee and two representatives from HPLD (Kate Tredway -Secretary and Sarah Nelson-Vice President) to review the current contract and additional services being requested by HPLD. Based on feedback from HPLD, the director had prepared a list of requested services from HPLD which included current and new services along with a proposal of how those requests could be met. The group reviewed each request and made a few changes.
  - a. The director will draft the annual budget (instead of assisting with preparation).
  - b. The director and EMPL finance committee will draft and file tax levy (instead of assisting with preparation).
  - c. Agendas will be a collaborative effort between the secretary and director. HPLD will work on establishing a protocol for communication.
  - d. The HPLD will work with their attorney to create templates for ordinances, resolutions, truth in taxation, and legal notices. The director will use those templates to draft above documents which will be reviewed by an attorney as needed.
  - e. There was discussion on payment for services. The finance committee indicated they would be agreeable to a lower a payment for services in the area of 90%.
  - f. Kate and Sarah agreed that HPLD would need to do a truth in taxation in order to levy .15% max.
  - g. Support of library vehicle was not discussed.
  - h. Sarah and Kate will discuss with HPLD but have given EMPL the green light to move forward with starting the draft of the new contract.
2. Fundraising Campaign for Outreach Vehicle.
  - a. We have hired SVS and they would like to have a virtual discovery meeting soon. The meeting should last 2 hours and include all staff, stakeholders, board members, and city personnel who have an interest in the vehicle.
  - b. We are moving forward with the fiscal sponsorship agreement with Moline Foundation.

- c. First quarter we will focus on a campaign slogan and campaign story/statement. We will create a pledge form and develop recognition levels. Van suggested the board pledge funds and release a global statement in support of the project.

**Public Comment:** None

Meeting adjourned at 6:32