

LIBRARY JOINT POWERS AUTHORITY BOARD
FINANCE SUBCOMMITTEE

Monday, August 31, 2009
Community Meeting Room
224 Church Street, Santa Cruz

4:30 PM PUBLIC MEETING

1. ROLL CALL
2. APPROVE AGENDA
3. ORAL COMMUNICATIONS
4. STAFF REPORTS
 - a. Finance subcommittee binders will be handed out
 - b. Financial reports for 08/09 (due to year end closeouts, reports will not be available until the day of the meeting)
 - i. Consolidated balance sheet showing assets and liabilities
 - ii. Summary page showing fund balances for fiduciary and contingency funds
 - iii. Revenue and Expense report (Financial Status Balances)
 - iv. Interagency labor charges (52149) broken out into detail showing payroll costs and specific benefit costs;
 - v. Year End Cash Balances
 - vi. Budget Expenditures, Revenues and Personnel report (annual)
 - c. Financial reports for 09/10 (due to year end closeouts, reports will not be available until the day of the meeting)
 - i. Consolidated balance sheet showing assets and liabilities
 - ii. Summary page showing fund balances for fiduciary and contingency funds
 - iii. Revenue and Expense report (Financial Status Balances)
 - iv. Interagency labor charges (52149) broken out into detail showing payroll costs and specific benefit costs;
 - v. Month End Cash Balances
 - d. County Tax Projections and Actuals
 - e. Workman's Comp Report
5. OTHER BUSINESS
 - a. Financial Indicators
 - b. Timing of Reports

6. NEXT MEETING TOPICS

Next meeting is scheduled for Monday September 21, 2009 6-8 pm. Full JPB is invited

a. Library Finance 101

- i. Key finance roles and responsibilities between Finance, Library management and JPB
- ii. Overview of finance process from budget through spending
- iii. Financial controls and audit

7. ADJOURN

The Library Joint Powers Authority Board Finance Subcommittee will adjourn from the regularly scheduled meeting of August 31, 2009 to the next regularly scheduled public meeting on September 28, 2009 at 4:30 pm in the Community Meeting Room of the Central Branch Library.

The Santa Cruz City-County Library System does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, the Library requests that you attend fragrance free. The Central Branch Library is a fully accessible facility. If you wish to attend this public meeting, and you will require special assistance such as sign language or other special devices in order to attend and participate, please call (831) 420-5600 or TDD: (831) 420-5733 seventy-two (72) hours prior to the event to make arrangements for assistance. Upon request, agendas for public meetings can be provided in a format to accommodate special needs.