



LIBRARY JOINT POWERS AUTHORITY BOARD  
FINANCE SUBCOMMITTEE

Tuesday October 29, 2013  
Downtown Branch Meeting Room  
224 Church Street, Santa Cruz

6:30 PM PUBLIC MEETING

1. ROLL CALL
2. APPROVE AGENDA OF OCTOBER 29, 2013
3. APPROVE MINUTES OF AUGUST 22, 2013
4. ORAL COMMUNICATIONS
5. STAFF REPORTS
  - a. Monthly Financial Reports (distributed at meeting)
  - b. Plan for restoration of two month reserve (oral)
6. OTHER BUSINESS
7. WRITTEN COMMUNICATIONS
8. FINANCE COMMITTEE MEETING CALENDAR
  - a. The Finance Committee will consider its current meeting schedule and may revise it as necessary.
9. NEXT MEETING

The next regularly scheduled meeting is Monday December 16, 2013 at 6:30 p.m. at the Downtown Branch Library

## ADJOURN

The Library Joint Powers Authority Board Finance Subcommittee will adjourn from the regularly scheduled meeting of Tuesday October 29, 2013 to the next regularly scheduled public meeting on Monday December 16, 2013 at 6:30 pm in the Community Meeting Room of the Downtown 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 Downtown 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) 427-7706 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.

SANTA CRUZ PUBLIC LIBRARIES  
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD  
FINANCE SUBCOMMITTEE

MINUTES

August 22, 2013

Downtown Branch Meeting Room  
224 Church Street, Santa Cruz

6:30 PM PUBLIC MEETING

I. ROLL CALL

Present: Citizen Member English and Councilmember Terrazas

Absent until 6:36 pm: Councilmember Termini

Staff: Library Director Teresa Landers

II. APPROVAL OF MEETING AGENDA OF AUGUST 22, 2013

**Councilmember Terrazas moved, seconded by Citizen Member English**

**that the Finance Subcommittee approve the agenda of August 22, 2013**

**AYES: Terrazas, English  
Absent: Termini**

III. APPROVAL OF MINUTES OF MAY 20, 2013

**Councilmember Terrazas moved, seconded by Citizen Member English**

**that the Finance Subcommittee approve the minutes of May 20, 2013**

**AYES: Terrazas, English  
Absent: Termini**

IV. ORAL COMMUNICATIONS

None

## V. STAFF REPORTS

### A. MONTHLY FINANCIAL REPORTS – JUNE 2013

Director Landers presented the June reports and emphasized the fact that the Library was underspent by \$296.00 in the Books expenditures line, which is extremely rare to be so exact in the book buying industry. Director Landers responded to several questions from Chair English. The long term debt will be paid off this Fiscal Year. The July reports were not available. The Fiscal Year 2012/13 ended well and the finances are going in the right direction. Councilmember Terrazas commented that we are seeing very positive results. The Subcommittee reviewed the reports.

## VI. OTHER BUSINESS

### A. FINANCE COMMITTEE CHARTER

Director Landers presented an updated version of a Charter for the Finance Subcommittee. The Subcommittee discussed the final document and one change was made to the document, which was approved. The document will be presented to the LJPB at its next meeting on September 9<sup>th</sup>.

## VII. WRITTEN COMMUNICATIONS

None

## VIII. FINANCE COMMITTEE MEETING CALENDAR

The Subcommittee agreed to set the meeting calendar as follows: on the third Mondays of every other month. The meetings for the remainder of 2013 shall be: October 21 and December 16.

## ADJOURN

The regular meeting adjourned at 6:48 p.m.

The Library Joint Powers Authority Board Finance Subcommittee will adjourn from the regularly scheduled meeting of Thursday, August 22, 2013 to the next regularly scheduled public meeting on Monday, October 21, 2013 at 6:30 pm in the Community Meeting Room of the Downtown Branch Library.

Respectfully submitted,

Helga Smith  
Clerk of the Board

All documents referred to in these minutes are available in the Library.