

The BDL Finance Committee met on July 13, 2023 at 3pm at the Coldwater Branch.

Trustees present: Susie Brooks, Kim Langworthy, Karen Smith

Others present: Kimberly Feltner, Ashley McCall, John Rucker

John gave the Finance Committee an update on the L-4029 form issue with the county, a 2024 budget preparation update, and an overview of recommendations from the Library of Michigan (LM) pertaining to financial controls. The good news was that, with a few tweaks, the current internal controls implemented by the management team in January of 2020 would be sufficient to address LM's recommendations. The biggest new change to make sure multiple eyes are on all transactions is to add the Assistant Director to the authorized check signer list.

The Finance Committee recommends adopting the draft policy in place of the current [Policy and Procedure for Purchasing](#).

If the BDL Board agrees with the Finance Committee's recommendation, three motions are required:

1. Rescind the Policy and Procedure for Purchasing
2. Adopt the draft Financial Controls and Purchasing Policy
3. Add Kimberly Feltner to the list of Authorized check signers for our accounts at Southern Michigan.

Submitted by John Rucker