

APPROVED

ACCEPTED

PENDING

DENIED

PRESENTED

MODIFIED

BY THE SANTA CLARA COUNTY LIBRARY
DISTRICT JOINT POWERS AUTHORITY

BY: Cynthia Rios Garcia
SECRETARY
DATE: 10/10/18

FC-*1
10/10/18

JOINT POWERS AUTHORITY BOARD FINANCE COMMITTEE MINUTES

Tuesday, May 15, 2018 at 2:30 p.m.

CALL TO ORDER/ROLL CALL

Committee members present: Mike Wasserman, BOS District 1, Courtenay C. Corrigan, Los Altos Hills, Carl Cahill, Los Altos Hills City Manager, Burton Craig, Monte Sereno and Steve Tate, (2:32 p.m.) Morgan Hill.

Staff in attendance: Chris Brown, Deputy County Librarian, Chuck Griffen, Financial and Administrative Services Manager, Diane Roche, Director of Communications and Marketing and Tracy Ellenberger, Secretary.

CALL TO ORDER/ROLL CALL

Chair Wasserman called the meeting to order at 2:30 p.m. There were no deletions, deferrals or corrections to the agenda.

ORAL COMMUNICATION

None.

CONSENT CALENDAR

ACTION

- *1. Approve Minutes from April 11, 2018, Finance Committee meeting
- *2. Recommend delegation of authority related to the public works contracts for construction management, architectural services and general contractor services for the 1344 Dell Avenue project.
- *3. Accept the following cash gifts:
 - a. Cash donation of \$5,000 to the Santa Clara County Library District and augment the budget for library furniture
 - b. Cash donation of \$31,700 to the Santa Clara County Library District and augment the budget for library materials.
 - c. Cash donation of \$4,500 to the Santa Clara County Library District and augment the budget for library programs and materials.
 - d. Cash donation of \$850.18 to the Santa Clara County Library District and augment the budget for library materials
 - e. Cash donation of \$500 to the Santa Clara County Library District and augment the budget for library programming

MOTION was moved by **Corrigan** and seconded by **Craig** to approve the Consent Calendar items #1 through #3. **The motion passed unanimously by the following vote:**
Ayes: Cahill, Craig, Corrigan and Wasserman **Noes: None**

Mayor Tate arrive arrived at 2:32 p.m.

NEW BUSINESS

4. Approve and recommend adoption of the Fiscal Year 2018-2019 Library Budget

MOTION was moved by **Craig** and seconded by **Tate** to approve and recommend adoption of the Fiscal Year 2018-2019 Library Budget **The motion passed unanimously by the following vote:**

Ayes: Cahill, Craig, Corrigan, Tate and Wasserman **Noes: None**

5. Receive Independent Audit Report for the year ending June 30, 2017

Scott Diem, Audit Manager from MGO, reviewed the report to the Governing Body (JPA). The Independent Auditor's Report on the Library's Financial Statements issued an unmodified report, i.e., a clean report, with no deficiencies in internal control and no instances of non-compliance.

The Finance Committee received the Independent Audit Report for the year ending June 30, 2017 and recommended acceptance by the JPA Board.

MOTION was moved by **Corrigan** and seconded by **Craig** to receive the Independent Audit Report for the year ending June 30, 2017. **The motion passed unanimously by the following vote:**

Ayes: Cahill, Craig, Corrigan, Tate and Wasserman **Noes: None**

6. Receive Annual Review of Capital Maintenance Plan

The Finance Committee received the report on the JPA Board approved Ten-Year Capital Maintenance Plan.

REPORTS/COMMENTS

INFORMATION

7. County Librarian. No report

8. Financial and Administrative Services Manager. No further reports.

9. Finance Committee Members

Vice Chair Corrigan reported that the North County Library Authority (NCLA) approved a \$30,000 dollar expenditure to engage Bryan Godbe of Godbe Research to conduct a community survey to gauge potential support for a 40,000 square foot library in Los Altos.

ADJOURN

Chair Wasserman adjourned the meeting at 2:52 p.m., to the next Finance Committee meeting on Wednesday, October 10, 2018 at 2:00 p.m. at the Santa Clara County Library District Services and Support Center, 1370 Dell Avenue, Campbell CA 95008.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tracy Ellenberger", with a long horizontal flourish extending to the right.

Tracy Ellenberger, Secretary
Library District Joint Powers Authority Board