

## NDLA FINANCE COMMITTEE REPORT TO NDLA EXECUTIVE BOARD

December 4, 2009

Bonnie Krenz,

Finance Chairman #16

- Emailed request to all board members for budget needs.
- Compiled a budget for review by the Finance Committee.
- Finance Committee held conference call meeting to discuss the following questions. Those members participating in the call were Michael Safratowich, Phyllis Bratton, Kathy Thomas, Rita Ennen, Lori McHenry, and Bonnie Krenz.
  1. Hold the June board meeting at a central location instead of the conference site.

Rationale: This will lower cost connected with this board meeting. For the June 2009 meeting in Dickinson 4 people requested lodge plus the extra mileage to travel to Dickinson. For the 2010 meeting at least 2 people have already requested lodging for the June meeting plus the extra mileage since the meeting is to be held in Grand Forks. **The committee decided the input by the board at the conference site was greater than the cost savings.**
  2. Mileage to the conference board meeting should not be paid by NDLA  
Rationale: The September board meeting is schedule with conference to help minimize the time a board member needs to take away from the job and to help be good stewards of NDLA funds. The lodging for the night before would continue to be covered by NDLA if needed as with any other board meeting. In 2009 mileage costs requested for this meeting were made by 3 members for a total of \$283.50. In 2010 there has been a request for almost \$600 in mileage just for the conference board meeting. **The committee decided that the policy was already in place for paying the mileage to the conference meeting. If a board member were only attending the board meeting this would then be like any other board meeting. So the committee decided to not request a change in this policy and included the mileage in the budget.**
- Through email set a budget for presentation and approval at the board meeting.
- Through email began the discussion of how the 2010 auction funds should be used.
- Through email answered questions regarding investments of maturing CD's.
- Through email and phone conversation helped to answer questions regarding reimbursable expenses.
- I reviewed the 3<sup>rd</sup> Quarter Treasurer's Report.