

Great Neck Library  
**Audit Committee**  
Wednesday, July 19, 2021, 6:00pm  
Main Library

**Board of Directors:**

Chelsea Sassouni, Chairperson (CS)  
Weihua Yan (WY)  
Scott Sontag (SS)  
Kathleen Gold (KG)

**Library Professionals:**

Steven Kashkin (SK)  
George Trepp (GT)

**Call to Order**

The meeting of the Great Neck Library's Audit Committee was called to order by CS on Monday, July 19<sup>th</sup> at 6:05 pm.

**Review of Action Items**

CS asked for the action items from June to be reviewed.

**Steve Kashkin**

- Place approval to amend resolution for purchase of additional RFID for Station on the next BoT agenda for approval. **DONE. Item was approved at the 6/22/21 BoT meeting.**
- Place approval for change order for Station Branch renovation, in the amount of \$2,505.80 resulting from steel surcharge on the next BoT agenda for approval. **DONE. Item was approved at the 6/22/21 BoT meeting.**
- Place approval for year-end budget transfers on next BoT agenda for approval. **DONE. Item was approved at the 6/22/21 BoT meeting.**
- Place approval for budget transfers on next BoT agenda for approval. **DONE. Item was approved at the 6/22/21 BoT meeting.**

*KG arrived at 6:11 pm.*

**Business Managers Report**

SK presented the Business Manager's Report to the committee. SK reviewed:

- Overtime & On-Call - SK reported that there was very little overtime this month paid to facilities staff resulting from a board meeting that went long and the transporting of supplies from the Station Branch.
- Payroll Changes - SK noted a resignation in June which was added to the report along with the pre-existing open positions.
- Collection Agency Report – SK said there was no activity on this report.

**Financial Reports**

SK reviewed the financial reports with the committee.

**Fund Balances**

SK reviewed the open encumbrances and Fund Balances with the committee.

**Warrant**

SK went over the warrant with the committee.

**New Business**

No new business was discussed.

Meeting adjourned at 6:25 pm.

Submitted by Gina Chase

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**Action Items**

- NONE