

Great Neck Library  
**Audit Committee**  
Tuesday, August 24, 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 KG on Tuesday, August 24<sup>th</sup> at 6:09 pm.

**Business Managers Report**

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

- Overtime & On-Call - SK reported there was minimum overtime this month due to facilities related needs at Parkville and Main. He added that on-call hours were up this for coverage needed resulting from the number of open positions and vacation time taken during the summer.
- Payroll Changes - SK noted there were no changes to this report since the previous month.
- Collection Agency Report – SK said there were some collections received in July.

*CS arrived at 6:16 pm.*

**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

Great Neck Library  
**Audit Committee**  
Tuesday, August 24, 2021, 6:00pm  
Main Library  
**Action Items**

- NONE