

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MAHLKE MEETING ROOM - 2ND FLOOR
June 19, 2024**

CALL TO ORDER

President Majewski called the regular monthly meeting of the Woodridge Public Library Board to order at 7:30 pm.

ROLL CALL

The following trustees were present: Staszak, Heneghan, Bloom, James, Thompson, Majewski

Absent: Whiteside

Also present: Patti Naisbitt, Library Director
Riley Martin, Lauterbach & Amen
Deb Fowler, Administrative Assistant

MINUTES

MOTION by Trustee Bloom, second by Trustee Staszak to approve the May 15, 2024 minutes of the regular meeting of the Library Board.

AYES: Bloom, Staszak, Heneghan, James, Thompson, Majewski

NAYS: None

ABSTAIN: None

**PRESENTATION OF FY2023 AUDIT BY RILEY MARTIN OF LAUTERBACH & AMEN
AND ACCEPTANCE BY BOARD**

Mr. Martin thanked the director and staff for assisting with the Library audit. He provided a brief overview of the Annual Financial Report and Management Letter. Overall, it is the opinion of Lauterbach & Amen that the financial statements present fairly and in accordance with generally accepted accounting principles. The Library was given a clean unmodified opinion, which is the highest level that can be obtained.

It was determined that the Library has no Private-Public Partnerships or Availability Payment Arrangements per GASB No. 94. Also, the Library has no material Subscription-Based Information Technology Arrangements per GASB No. 96. The criteria for both of these accounting standards will continue to be monitored in the future to determine the appropriate financial reporting.

Two current recommendations regarding GASB Statements No. 100 - Accounting Changes and Error Corrections and No. 101 - Compensated Absences were mentioned. Lauterbach & Amen will work with the Library to review the new criteria to determine appropriate financial reporting for these pronouncements.

Mr. Martin and Director Naisbitt answered questions from the Board. Mr. Martin will follow up with clarification regarding a couple of items in the financial report such as fluctuations in the yearly IMRF contributions and capital asset comparison data.

MOTION by Trustee James, seconded by Trustee Thompson to accept the FY23 Woodridge Public Library's Annual Financial Report, covering the time period January 1, 2023 - December 31, 2023, as presented by Lauterbach & Amen.

AYES: James, Thompson, Bloom, Staszak, Heneghan, Majewski
NAYS: None
ABSTAIN: None

RECOGNITION OF PUBLIC

No one from the public attended or submitted comment.

CONSENT AGENDA

MOTION by Trustee Bloom, second by Trustee Heneghan to approve Items A, B, C, & D of the Consent Agenda.

- A. Library Payroll for the month of May 2024 in the amount of \$149,591.65
- B. Personnel Report for the month of May indicating 3 staffing changes
- C. Bank Register Report 5/1/24-5/31/24, totaling \$100,818.70
- D. Invoice Expense Allocation Report for Invoices paid in May 2024

AYES: Bloom, Heneghan, Staszak, James, Thompson, Majewski
NAYS: None
ABSTAIN None

DISCUSSION ITEMS WITH NO ACTION

Library Director's Report

Director Naisbitt reported that 71 Woodridge patrons attended an informative virtual event on cicadas and 200 people entered the cicada-coloring contest.

The Library collaborated with the South Suburban Immigration Project non-profit and the DuPage Health Coalition for a six-week course assisting vulnerable people avoid diabetes.

The 2024 Per Capita Grant for \$50,724.63 has been awarded to the Library. The Illinois State Library pulled together a set of databases that is available at no cost to all Illinois libraries. This is saving us about \$3,500.

Monthly Statistical Reports

Income Statement as of May 31, 2024

PRESIDENT'S REPORT

None

NEW BUSINESS

Approval of FY20-23 Treasurer's Report

The Annual Treasurer's Report for FY23 was presented to the Board. Per Illinois law, this report must be published or notice of its posting on the library's website must be published within six months of the end of the fiscal year.

MOTION by Trustee Bloom, seconded by Trustee Staszak to approve the Woodridge Public Library Annual Treasurer's Report for FY23, covering the period of January 1, 2023 through December 31, 2023.

AYES: Bloom, Staszak, Heneghan, James, Thompson, Majewski
NAYS: None
ABSTAIN: None

Approval of Intergovernmental Agreement with District 68 - Cards for All Students
Woodridge School District 68 Board approved a new Intergovernmental Agreement (IGA) between Woodridge School District 68 and the Woodridge Public Library to create a Library Educational Services and Student Card Program. This new IGA will allow parents an opportunity to obtain or renew a Woodridge Public Library card for their child during the online SD68 registration process each year. The agreement also allows for a limited number of Educator library cards for which SD68 is financially responsible. The cards may be used to borrow materials that benefit School District 68 students.

MOTION by Trustee Heneghan, seconded by Trustee Bloom to approve the Intergovernmental Agreement between the Woodridge School district No. 68 and the Woodridge Public Library to create a Library Educational Services and Student Card Program.

AYES: Heneghan, Bloom, Staszak, James, Thompson, Majewski
NAYS: None
ABSTAIN: None

Approval of Updated Interlibrary Loan Policy
The Interlibrary Loan Policy was last reviewed in 2019. Revisions were made to present Interlibrary Loan as a service we provide our cardholders, identify items that cannot be leant, and highlight that we are following ILL standards and best practices.

MOTION by Trustee Staszak, seconded by Trustee Bloom to approve an updated Interlibrary Loan Policy.

AYES: Staszak, Bloom, Heneghan, James, Thompson, Majewski
NAYS: None
ABSTAIN: None

UNFINISHED BUSINESS

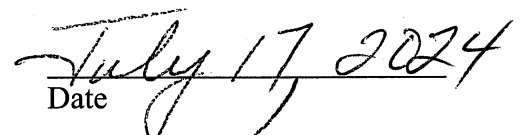
ADJOURNMENT

There being no further business, motion by Trustee Staszak, second by Trustee Bloom to adjourn the meeting at 8:06 p.m.

AYES: Staszak, Bloom, Heneghan James, Thompson, Majewski
NAYS: None
ABSTAIN: None

These minutes were approved by the Board of Trustees.


Jane Whiteside, Secretary


Date

Debra Fowler, Recording Secretary