

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
LOWER LEVEL (BASEMENT) - STAFF LOUNGE
June 18, 2025**

Due to HVAC issues in the Mahlke Meeting Room, the meeting was held on the Library's lower level, with notice of the meeting location posted with the agenda.

CALL TO ORDER

President Majewski called the regular monthly meeting of the Woodridge Public Library Board to order at 7:31 pm.

ROLL CALL

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

Absent: Whiteside

Also present: Patti Naisbitt, Library Director
Deb Fowler, Administrative Assistant
Erin Sordo, Lauterbach & Amen, LLP (via Zoom)

MINUTES

MOTION by Trustee Staszak, second by Trustee Bloom to approve the May 21, 2025 minutes of the regular meeting of the Library Board.

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

RECOGNITION OF PUBLIC

No one from the public attended or submitted comment.

PRESENTATION OF FY2024 AUDIT BY LAUTERBACH & AMEN AND ACCEPTANCE BY BOARD

Erin Sordo of Lauterbach & Amen, LLP presented the FY2024 audit to the Board via Zoom. She thanked the director and staff for assisting with the Library audit. Ms. Sordo provided a brief overview of the Annual Financial Report. The Library has a strong cash position. 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.

Two recommendations, regarding GASB Statements No. 102 - Certain Risk Disclosures and No. 103 - Financial Reporting Model Improvements, were mentioned. Lauterbach & Amen will work with the Library to review the new criteria to determine appropriate financial reporting for these pronouncements in the future.

Ms. Sordo answered questions from the Director and the Board and there was discussion on IMRF positioning.

MOTION by Trustee Thompson, seconded by Trustee Staszak to accept the Woodridge Public Library's FY24 *Annual Financial Report*, covering the period of January 1, 2024 through December 31, 2024, as presented by Lauterbach & Amen.

AYES: Thompson, Staszak, Bloom, James, Casserly, Thompson
NAYS: None
ABSTAIN: None

CONSENT AGENDA

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

- A. Library Payroll for the month of May 2025 in the amount of \$158,356.22
- B. Personnel Report for the month of May indicating 3 staffing changes
- C. Bank Register Report 5/1/25-5/31/25, totaling \$138,587.42
- D. Invoice Expense Allocation Report for Invoices paid in May 2025

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

DISCUSSION ITEMS WITH NO ACTION

Library Director's Report

Director Naisbitt reported May was busy with many outreach visits by our Children's Services staff to eight local schools promoting WPL's summer reading programs. A lunchtime visit to Downers Grove South High School generated interest in other teen programs and volunteering opportunities. Some of our Adult Services staff participated in a local Chamber 630 event and networked with business owners and non-profit organizations.

The firewall replacement project that was approved by the Board in March was awarded \$5,700 in E-Rate funding.

Director Naisbitt provided a report on an HVAC issue we were having with one of our roof top units.

Monthly Statistical Reports

Income Statement as of May 31, 2025

PRESIDENT'S REPORT

President Majewski reported everything is fine and we are gearing up for summer.

NEW BUSINESS

Approval of FY2024 Treasurer's Report

The Annual Treasurer's Report for FY24 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 Thompson, seconded by Trustee Bloom to approve the Woodridge Public Library Annual Treasurer's Report for FY24, covering the time period of January 1, 2024 through December 31, 2024.

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

Approval of Updated Confidentiality of Library Records Policy

For clarity, some minor changes in wording were recommended.

MOTION by Trustee Bloom, seconded by Trustee Staszak to approve the revised Confidentiality of Library Records Policy.

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

Approval of Updated ADA Compliance Policy

This policy is due for routine review. There was discussion regarding a small change in the policy.

MOTION by Trustee Bloom, seconded by Trustee Staszak to approve the revised Americans with Disabilities Act Compliance Policy.

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

UNFINISHED BUSINESS

Director Naisbitt explained that a new signature card for the bank will need to be signed by all the Board officers due to the change in Secretary.

The water fountain in the lobby has been replaced. The compressor in the old fountain was defective.

Director Naisbitt informed the Board of the Village's research phase of establishing a TIF and/or BDD from 75th Street & Lemont Road west to Woodward Avenue.

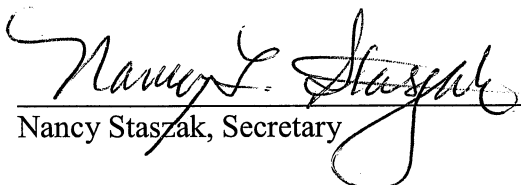
ADJOURNMENT

Prior to adjournment there was discussion regarding teen usage and reciprocal borrowing.

Motion by Trustee Bloom second by Trustee Staszak to adjourn the meeting at 8:35 p.m.

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

These minutes were approved by the Board of Trustees.



Nancy Staszak, Secretary

Debra Fowler, Recording Secretary

8/20/25
Date