

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MAHLKE MEETING ROOM - 2ND FLOOR
June 21, 2023**

CALL TO ORDER

Vice President Thompson 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, Whiteside, James, Thompson

Absent: Majewski

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

MINUTES

MOTION by Trustee Staszak, second by Trustee Bloom to approve the May 17, 2023 minutes of the regular meeting of the Library Board.

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

RECOGNITION OF PUBLIC

No one from the public attended or submitted comment.

**PRESENTATION OF FY2022 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. 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. There were no comments or suggestions made by Lauterbach & Amen for 2022.

Two recommendations, regarding GASB Statements No. 96 - Subscription-Based Information Technology Arrangements and No. 94 - Private-Public and Public-Public Partnerships and Availability Payment Arrangements, 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.

MOTION by Trustee Bloom, seconded by Trustee Staszak to accept the FY22 Woodridge Public Library's Annual Financial Report, covering the period of January 1, 2022 through December 31, 2022, as presented by Lauterbach & Amen.

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

CONSENT AGENDA

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

- A. Library Payroll for the month of May 2023 in the amount of \$129,714.69
- B. Personnel Report for the month of May indicating 0 staffing changes
- C. Bank Register Report 5/1/23-5/31/23, totaling \$129,958.61
- D. Invoice Expense Allocation Report for Invoices paid in May 2023

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

DISCUSSION ITEMS WITH NO ACTION

Library Director’s Report

Director Naisbitt reported a \$5,000 annual donation has been pledged, to honor a former Library employee, by her spouse with restrictions to use the funds for music programs. Some suggestions were made and we will explore our options. The Board extends its thanks and appreciation.

Director Naisbitt provided a brief update on the exterior steel renovation project.

Governor Pritzker signed Illinois House Bill #2789 - Right to Read Bill into law.

Monthly Statistical Reports

Income Statement as of May 31, 2023

PRESIDENT’S REPORT

No Report

NEW BUSINESS

Approval of FY2022 Treasurer’s Report

The Annual Treasurer’s Report for FY22 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 FY22, covering the period of January 1, 2022 through December 31, 2022.

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

Approval of Copier Replacement & Contract

Director Naisbitt provided a brief explanation of our copier contract renewal.

MOTION by Trustee Whiteside, second by Trustee Staszak to approve Proven IT as Woodridge Public Library’s copier/printer vendor, at an estimated cost of \$13,362 per year, plus per copy costs of .009 to .01 for black and white and .055 to .06 for color.

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

There was discussion regarding an encounter between one of our trustees and a citizen. Vice President Thompson expressed his thanks to our trustees for serving on the Library Board emphasizing the important job they do. Director Naisbitt echoed this and she invited the trustees to refer any questions from the public to the Library Director as needed.

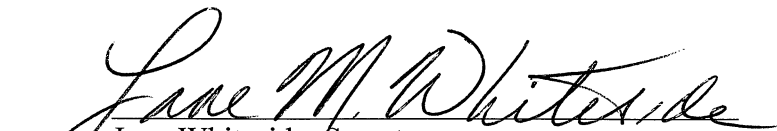
UNFINISHED BUSINESS

ADJOURNMENT

There being no further business, motion by Trustee Whiteside, second by Trustee Staszak to adjourn the meeting at 8:30 pm.

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

These minutes were approved by the Board of Trustees.


Jane Whiteside, Secretary
Debra Fowler, Recording Secretary

7-19-2023
Date