



MINUTES

Meeting of the Board of Library Trustees of the La Grange Park Public Library District, November 27, 2018 at 7:00pm, in the library, 555 N. La Grange Road, La Grange Park, IL 60526.

1. The meeting was called to order by President Whitman at 7pm.
2. Upon roll call the following were present: Trustees Whitman, Gies, Foster, Gertsen-Briand, and Snow. Executive Director Buckson, Business Manager Magats, and Meeting Stenographer Richter were also present. Trustees Racanelli and Swainson were absent.
3. Pledge of Allegiance
4. Introduction of visitor(s): Sean Hickey from Lauterbach & Amen was present to provide information regarding the annual audit. Hickey provided copies of the audit to all those present. The following were discussed:
 - Independent Auditor's Report. The Library received a clean opinion
 - Management Discussion & Analysis
 - Basic financial statements
 - IMRF trends. The pension fund is over 80% funded

Normally a management letter is provided, however there were no suggestions or issues discovered, so there is no letter this year. The auditor found that the necessary policies and procedures have been put in place the way they should be. The Trustees congratulated Buckson and Magats on their hard work and shared their thanks.

5. Public comment: None
6. Staff report: The La Grange Public Library will be closed 12/3-12/18 which means we may see an increase in usage in December, which is normally a slower month. The Library is saying goodbye to three employees; R. Richter, C. Medjo Me Zengue, and B. Schwaeger. Administration is interviewing for Circulation/Technical Services Director position.
7. Trustee reports: All Trustees completed the requirement for the Per Capita Grant. Election: There should be a full slate for the upcoming election. Buckson has met with five people who showed interest.
8. Treasurer's Report: Monies will be transferred to a new account on 11/28/2018.
9. Consent Agenda (Roll call vote). Motion to approve: Trustee Gertsen-Briand motioned to approve the consent agenda and Gies seconded the motion. Motion passed by roll call vote: 5 ayes, 0 nays, 0 abstain, 2 absent.
 - a. Minutes of previous meeting(s)
 - b. Invoices to be paid in the amount of \$ 217,878.87
Checks from Evergreen Bank numbered 34608 - 34657
10. Unfinished business
 - a. Motion to approve Ordinance 2018-07 Tax Levy Ordinance: Trustee Gies motioned to approve the ordinance and Snow seconded. Motion passed by roll call vote: 5 ayes, 0 nays, 0 abstain, 2 absent.
 - b. Motion to approve Annual Per Capita Grant Application: Trustee Snow motioned to approve the Per Capita Grant Application and Gies seconded the motion. Motion passed by roll call vote: 5 ayes, 0 nays, 0 abstain, 2 absent.
11. New Business



- a. Motion to approve Annual Audit as presented by Lauterbach & Amen: Trustee Gies motioned to approve the audit and Foster seconded the motion. Motion was passed by roll call vote: 5 ayes, 0 nays, 0 abstain, 2 absent.
- b. Motion to approve days closed for calendar year 2019: Trustee Foster motioned to approve the days closed for calendar year 2019 and Snow seconded the motion. All in favor. Motion passed.
12. Communications (includes emails to the board):
13. Executive session
14. Final action on executive session
15. Adjournment: Trustee Foster motioned to adjourn the meeting at 7:31pm and Gies seconded the motion. All in favor. Motion passed.