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BOARD OF TRUSTEES
201 S Kankakee St, Wilmington IL 60481**

Minutes

**Finance Committee Meeting
May 15, 2023
6:30 PM**

Roll Call Attendance Secretary Pro Tem Rezabek called roll. Trustees present: Clennon, Fitzsimmons, Rezabek, and Smith. Also present: Director Meachum and Recording Secretary Scheidenberger. Absent: Quigley, Reigh, and Zolecki-Browning.

Visitor: Sheryl Puracchio

Call to Order President Smith called the meeting to order at 6:30 PM.

FY24 Working Budget The Trustees discussed the FY24 Working Budget Draft.

Adjournment President Smith adjourned the meeting at 7:07 PM

**Regular Monthly Meeting
May 15, 2023
7:00 PM**

Roll Call Attendance Secretary Pro Tem Rezabek called roll and a quorum was established. Trustees present: Clennon, Fitzsimmons, Rezabek, and Smith. Also present: Director Meachum and Recording Secretary Scheidenberger. Absent: Quigley, Reigh, and Zolecki-Browning.

Call to Order President Smith called the meeting to order at 7:08 PM.

Introduction of Visitors and Public Comment Visitor: Sheryl Puracchio

Pledge of Allegiance The Pledge of Allegiance was said.

Trustee Oath of Office Director Meachum administered the Oath of Office to elected Trustees, Fitzsimmons and Puracchio. Absent: Zolecki-Browning.

Roll Call Attendance Secretary Pro Tem Rezabek called roll and a quorum was established. Trustees present: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith. Also present Director Meachum and Recording Secretary Scheidenberger. Absent: Quigley and Zolecki-Browning.

Election of Officers Trustee Rezabek nominated, second by Clennon, to elect Mary Smith as Board President. Trustee Smith nominated, second by Clennon, to elect Diana Zolecki-Browning as Board Vice-President. Trustee Clennon nominated, second by Fitzsimmons, to elect Pam Clennon as Board Treasurer. Trustee Smith nominated, second by Puracchio, to elect Becky

Quigley as Board Secretary. Motion carried by voice vote with 5 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith.

Committee Appointments A Motion was made by Clennon, second by Rezabek, to make all committees Committees of the Whole.

- Building and Grounds: Zolecki-Browning (Chair). The Committee will meet October 16, 2023 at 6:30 PM.
- Finance: Clennon (Chair). The Committee will meet August 21, 2023 at 6:30 PM and May 20, 2024 at 6:30 PM.
- Policy: Smith (Chair). The Committee will meet September 18, 2023, January 15, 2024, and June 17, 2024.

Motion carried by voice vote with 5 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith.

Correction to the Agenda None

Approval of Minutes of Previous Meeting and action thereon The minutes were approved as presented and will be filed for audit.

Continued Business – Discussion and Action

None

Diana Zolecki-Browning arrived at 8:02

New Business – Discussion and Action

- A. FY24 Working Budget Draft – Director Meachum discussed the FY24 Working Budget Draft.
- B. FY24 Proposed Payroll Budget – Director Meachum discussed the FY24 Proposed Payroll Budget.
- C. Transfer of Funds – a motion was made by Clennon, second by Puracchio to approve the transfer of \$30,000 from the General Fund to the Special Reserve Fund. Motion was carried by roll call vote with 5 ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith. Abstain: Zolecki-Browning.
Motion made by Clennon, second by Smith to transfer \$5,000 from the General fund to the Social Security Fund. Motion was carried by roll call vote with 5 ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith. Abstain: Zolecki-Browning.
- D. Accountant Fee Increase – Motion was made by Clennon, second by Fitzsimmons to accept the annual contract to retain the services of William J Crawford, CPA, for FY 24, in the amount of \$600 per month. Motion was carried by roll call vote with 5 ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith. Abstain: Zolecki-Browning.
- E. Parking Lot – a motion was made by Clennon, second by Fitzsimmons to approve the parking lot skim coat project, not to exceed \$24,950. Motion carried by roll call vote with 5 ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith. Abstain: Zolecki-Browning.

Finance Report Treasurer Clennon reviewed budget numbers. Discussed and reviewed financial reports for April.

Payment of Bills Trustee Clennon moved, second by Fitzsimmons, to pay the April operating expenses in the amount of \$38,913.53 and payroll expenses in the amount of \$36,863.63. Motion carried by roll call vote with 5 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith. Abstain: Zolecki-Browning.

Report of the Staff Director Meachum, Adult Services Manager Sandstrom, Youth Services Manager Prendergast, and Circulation Manager Kallan submitted written reports in the packet.

Report of Committees None

Correspondence Thank you letter from Brookfield Zoo for the donation made by the Library.

Announcements None

Executive Session - Discussion and Action

To discuss “the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity” (5 ILCS 120/2c1)

Trustee Smith moved, second by Clennon, to go into Executive Session at 8:14 PM per 5ILCS 120/2c21. Motion carried by roll call vote with 5 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith. Abstain: Zolecki-Browning. Trustee Smith moved, second by Clennon, to go out of Executive Session at 8:28 PM and return to open session. Motion carried by roll call vote with 5 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, and Smith. Abstain: Zolecki-Browning.

Action Taken.

Adjournment President Smith adjourned the meeting at 8:29 PM.