

**MINUTES OF ITASCA COMMUNITY LIBRARY  
BOARD OF TRUSTEES  
500 W. Irving Park Road  
Itasca, Illinois  
December 19, 2023**

**ROLL CALL**

President Laughlin called the regular meeting of the Board of Trustees of the Itasca Community Library to order at 7:00 p.m.

**Present:**

President, Sharon Laughlin, Vice President, Anja Tranter Secretary, Anne Boehne, Treasurer, Michael Golden

Members: Renee Fitzgerald, Paul Nelson, Patricia Schumacher

**Also Present:** Ridgeway Burns, Library Director, Gail Herff, Business Manager, Brian LeFevre, Sikich

**Absent:** None

**PUBLIC COMMENT:** None

**SECRETARY'S REPORT**

**1. Approval of the Minutes from Tuesday, November 21, 2023**

Mrs. Boehne made and Mr. Golden seconded a motion to approve the minutes from the Tuesday, November 21, 2023, meeting, as presented.

The motion carried on the following:

<b>Voice Vote:</b>	<b>Ayes: 7</b>	<b>Nays: 0</b>	<b>Motion Passed</b>
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**FINANCIAL REPORT**

**1. Approval of Bills Payable**

Mr. Golden made and Mrs. Boehne seconded a motion to approve the Bills Payable in the amount of \$37,493.16.

The billing from Comcast is still incorrect because they haven't updated it to reflect the new contract.

The invoice from Strengthen Your Leadership is for coaching services that Ridgeway obtains. He tries to schedule it on a monthly basis. He said it is very helpful.

OSG charges us on a monthly basis to monitor the dark web.

The motion carried on the following:

<b>Roll Call Vote:</b>	<b>Ayes: 7</b>	<b>Nays: 0</b>	<b>Motion Passed</b>
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**Mrs. Anne Boehne**

**Mrs. Renee Fitzgerald**

**Mr. Michael Golden**





Mr. LeFevre presented the FY23 audit results to the Board. He reviewed the Annual Financial Report and the Auditors Communication to the Board of Trustees with the Board. He informed the Board that there were no material deficiencies found in the audit. The Library has a healthy fund balance, and he feels we are in a very strong financial position.

The State Library statute requires the audit report to take place within six months of the fiscal year-end. The Village requested an extension again this year. When the Village applies for an extension, it includes the library.

Mr. Golden made and Mrs. Tranter seconded a motion to approve the Library Audit Pertaining to Fiscal Year 2023.

The motion carried on the following:

**Voice Vote:                      Ayes: 7                                      Nays: 0                                      Motion Passed**

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

With no further business before the Board, Mrs. Boehne made and Mr. Golden seconded a motion to adjourn.

The motion carried on the following:

**Voice Vote:                      Ayes: 7                                      Nays: 0                                      Motion Passed**

The meeting was adjourned at 8:13 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes as approved.

*Anne Boehne*  
Anne Boehne, Secretary

*Jan 18, 2024*  
Date