

**MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES
500 W. Irving Park Road
Itasca, Illinois
April 16, 2024**

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, Treasurer, Michael Golden, Secretary, Anne Boehne

Members: Renee Fitzgerald, Paul Nelson, Patricia Schumacher

Also Present: Ridgeway Burns, Library Director, Gail Herff, Business Manager, Candace Fisher, Director of Organizational Development, HR Source

Absent: None

PUBLIC COMMENT: Ms. Candace Fisher, Director, Organizational Development, HR Source

Mrs. Laughlin started the meeting by moving to Executive Session on the agenda.

SECRETARY'S REPORT

1. Approval of the Minutes from Tuesday, March 19, 2024

Mr. Golden made and Mrs. Boehne seconded a motion to approve the minutes of the Tuesday, March 19, 2024, meeting, as presented.

The motion carried on the following:

Voice Vote: Ayes: 7 Nays: 0 Motion Passed

FINANCIAL REPORT

1. Approval of Bills Payable

Mr. Golden made and Mr. Nelson seconded a motion to approve the Bills Payable in the amount of \$37,468.22.

The motion carried on the following:

Roll Call Vote: Ayes: 7 Nays: 0 Motion Passed

**Mrs. Anne Boehne
Mrs. Renee Fitzgerald
Mr. Michael Golden
Mrs. Sharon Laughlin
Mr. Paul Nelson
Mrs. Patricia Schumacher
Mrs. Anja Tranter**

Mr. Golden made and Mrs. Boehne seconded a motion to approve the Resolution to Transfer Funds to the Special Reserve Fund in the amount of \$250,000 effective April 30, 2024.

The motion carried on the following:

Roll Call Vote: Ayes: 7 Nays: 0 Motion Passed

**Mrs. Anne Boehne
Mrs. Renee Fitzgerald
Mr. Michael Golden
Mrs. Sharon Laughlin
Mr. Paul Nelson
Mrs. Patricia Schumacher
Mrs. Anja Tranter**

Mr. Golden made and Mrs. Tranter seconded a motion to approve the 2024-2025 Library Operating Budget in the amount of \$1,877,950.

Ridgeway budgeted \$300,000 for capital improvements. This includes the elevator and electronic sign projects from FY24 in addition to the public restrooms.

The Adult Services 7410 expense line is for databases and other electronic resources.

Mrs. Boehne inquired about the ransomware attack and the impact on our IT expenses. These expenses are included in the 10-7410 budget line. Ridgeway doesn't expect spending to be at the same level as it was FY24.

Mr. Golden asked if this was the last month of the fiscal year. It is the last month, but expenses for April won't be posted until May. The financial statement for April 30, 2024 (unaudited) will be available at the May board meeting.

The motion carried on the following:

Roll Call Vote: Ayes: 7 Nays: 0 Motion Passed

**Mrs. Anne Boehne
Mrs. Renee Fitzgerald
Mr. Michael Golden
Mrs. Sharon Laughlin
Mr. Paul Nelson
Mrs. Patricia Schumacher
Mrs. Anja Tranter**

EXECUTIVE SESSION

Mrs. Boehne made and Mr. Nelson seconded a motion to go into Executive Session at 7:01 p.m.

The motion carried on the following:

Voice Vote: Ayes: 7 Nays: 0 Motion Passed

ADJOURNMENT

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

The motion carried on the following:

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

The meeting was adjourned at 8:59 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes as approved.

Anne Boehne
Anne Boehne, Secretary

May 21, 2024
Date