CALL TO ORDER:
President Crawford called the meeting to order at 7:30 P.M.

ROLL CALL:
Trustees Present:
President: Chris Crawford
Vice President: Jill Clouse
Treasurer: Molly McGinnis Knapke
Secretary: Barbara Rundell
Trustee: Shannon Burgess
Trustee: Diana Foth
Trustee: Andre Wright

The chair declared that a quorum was present.

Library Staff Present:
Library Director: Dawn Bussey
Business Manager: Maria Tachna
Circulation Director: Carrie Jeffries

AUDIENCE PARTICIPATION:
Sean Hickey, CPA from Lauterbach & Amen, LLP, briefly reviewed the audit report for the fiscal year ended December 31, 2017. The Library once again received an unmodified opinion, which is the highest rank an organization can receive. The Library Management’s Discussion & Analysis, prepared by Library staff, was briefly overviewed. The MD&A provides the Library an opportunity to review and assess the overall financial condition and operation of the Library. Mr. Hickey reviewed the Statement of Net Position which consists of a combined fund report for the Library and reported that the Library’s fund balance is very healthy. Sean went on to discuss the one outstanding suggestion listed in the Management Letter. The outstanding suggestion has to do with the implementation of GASB Statement No. 74, Financial Reporting for Post-Employment Benefit Plans Other Than Pension Plans, and GASB Statement No. 75, Accounting and Financial Reporting for Post-Employment Benefits Other Than Pensions. These two new GASB statements are applicable to the Library’s financial statements for the year ending December 31, 2018. Mr. Hickey thanked the Finance Department for the preparation work and commented that it was a very smooth audit.

MINUTES OF PREVIOUS MEETING:
Vice President Clouse moved to accept the minutes of the regular Library Board meeting on May 15, 2018 as amended. Motion Seconded and Carried – Voice Vote Unanimous.

COMMUNICATIONS:
The Board reviewed the monthly correspondence.

OFFICER’S REPORT:
Treasurer Knapke reported on the financials in June. Of particular note this month, $480 was paid to Cristobal Cavazos for staff Spanish lessons, $795 was paid to the Management Association of Illinois for attendance at a three-day HR seminar, $625.40 was paid to the American Library Association for staff memberships, $1,605 was paid to the Nolan Agency for
the Treasurer’s surety bond, $9,177.88 was paid to Provantage LLC for toner, and $31,991.25 was paid to Bond Trust Services Corporation for the interest payment on the BAB bonds.

**FINANCIAL REPORTS:**
Treasurer Knapke moved to authorize expenditures for goods and services totaling $521,104.41 as listed in the June 2018 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.


**LIBRARIANS’ REPORTS:**
Director Bussey reviewed various library statistics for the month. Visits decreased 4% for the month, most likely due to the remodel, loans of material increased 4%, mostly in nonprint materials, for the month, reference inquiries increased 17% in the Adult Department and 7% in the Youth Department, database usage increased 21% in the Adult Department and 61% in the Youth Department, program attendance increased 83% in the Youth Department and 2% overall, and professional development increased 59% for the month.

The DuPage County Health Department has approved the plans for the café. Some changes were necessary based on what the Health Department has to have. Once everything is in place, Brian and Danny will need approximately 4-6 weeks to turn over the built out space and have inspections prior to opening. The carpeting on the first floor was laid incorrectly and will be pulled back up and repositioned properly. The bike rack on loan from the park district was stolen, and a police report was filed. Members are being allowed to chain their bikes to trees and lamp posts until the permanent bike rack is installed and in place. Summer Meals are going well this year with Bus to Books days being the busiest. Last Wednesday, 44 children were served lunches.

The LINC Board of Directors met June 8, 2018. All four of the Villages that had to approve the IMRF Dissolution for LINC have done so. The Board will not meet again until September where the audit will be presented. At the November meeting, the stub audit of May-September will be presented and final checks will be distributed.

The Library will be in the 4th of July parade, and will be collection gently used children’s clothing while passing out some tootsie rolls.

Vice President Clouse moved to accept the Librarian’s Report. Motion Seconded and Carried - Voice Vote - Unanimous.

**NEW BUSINESS:**
Approval of Resolution 2018-3, A Resolution Determining Prevailing Wage Rate Within the Library for Certain Laborers, Mechanics and Other Workmen:
Treasurer Knapke moved to approve Resolution 2018-3, A Resolution Determining Prevailing Wage Rate Within the Library for Certain Laborers, Mechanics and Other Workmen. Motion Seconded and Carried – Voice Vote – Unanimous.

Review Chapters 6-10 of Trustee Fact File for FY2019 Per Capita Grant:
The Library Board of Trustees reviewed chapters 6-10 of the Trustee Fact File for the FY2019 Per Capita Grant requirements.
Strategic Plan Review:
The Library Board reviewed the strategic plan (2017-2019) and all of the accomplishments made thus far.

EXECUTIVE SESSION AND ADJOURNMENT:
At 8:58 Treasurer Knapke moved to adjourn the Library Board meeting and move into executive session for the purpose of Semi-Annual review of previous minutes and recordings being held in executive session. Motion Seconded and Carried – Voice Vote Unanimous

Meeting adjourned at 8:59

Maria Tachna
Business Manager