

**MINUTES  
INDIAN TRAILS PUBLIC LIBRARY DISTRICT  
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090  
MEETING OF THE BOARD OF LIBRARY TRUSTEES  
Wednesday, October 18, 2023  
7:00 p.m. - Lake Room**

**CALL TO ORDER**

President Barnett called the meeting to order at 7:00 p.m.

**ATTENDANCE**

On the roll call, the following trustees were present:

Present: Vicki Baba, Louise Barnett, Erin Hauck, Caitlyn Keenan, Mary Moodhe and Andrew Sitshela

Absent: Henry Hackney, Jr.

Also present were:

**Staff:** Executive Director Brian Shepard, Deputy Director Ryann Uden, Susan Beal, and Robyn Franklin

**Guests:** Jamie Wilkey (Lauterbach & Amen), Gloria Finnerty (Buffalo Grove)

**ADDITIONS TO THE AGENDA**

None

**CONSENT AGENDA**

All items listed on the Consent Agenda are considered to be routine by the Library Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the general order of business and considered after all other regular Agenda items.

**APPROVAL OF ITEMS ON CONSENT AGENDA**

A motion was made by Trustee Hauck and seconded by Trustee Baba to approve the Consent Agenda items. On the voice vote all were in favor and the motion carried.

**COMMENTS ON CONSENT AGENDA ITEMS**

The Board reviewed and commented on the various reports. Discussion was held and questions were answered.

**PUBLIC COMMENTS**

None

**UNFINISHED BUSINESS**

**Executive Director's Compensation**

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Trustee Moodhe made a **motion to approve the Executive Director's compensation as discussed in Closed Session at the October 4, 2023 workshop.** Trustee Keenan seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Barnett, Hauck, Keenan, Moodhe, Sitshela

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hackney

There being 6 affirmative votes, the motion passed.

### **NEW BUSINESS**

#### **FY 2022-2023 Audit Presentation**

Jamie Wilkey, of Lauterbach & Amen, presented the audited financial reports for the 2022-2023 fiscal year. Discussion was held and questions were answered. After reviewing the 2022-2023 Fiscal Year Reports, Trustee Moodhe made a **motion to accept the 2022-2023 Fiscal Year Audited Financial Reports as presented.** Trustee Hauck seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Barnett, Hauck, Keenan, Moodhe, Sitshela

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hackney

There being 6 affirmative votes, the motion passed.

#### **Commuter Benefits**

Executive Director Shepard discussed a new Commuter Benefit for staff, as required under the new Illinois Transportation Benefits Program Act. The Act requires employers with 50 or more full-time employees, and has a work location within certain areas that is within 1 mile of public transportation to offer a pre-tax commuter benefit withholding for their employees. He noted that we will be utilizing Employee Benefits Corporation as the administrator of the benefit. The law and benefit become effective January 1, 2024.

### **TREASURER'S REPORT**

#### **2022 Tax Levy and the IMRF Fund**

Executive Director Shepard explained why the levy amount on taxpayer bills for IMRF may not be on the 2022 tax bills or be virtually 0%. He noted that staff sent a Resolution to Cook County, requesting that any PTELL reduction be first withheld from the IMRF fund levy. The Preliminary 2022 Agency Tax Rate report showed that Cook County honored this request, lowering the IMRF fund levy to \$1, which allows the fund to be kept open in Cook County's system which allows for IMRF fund levying in future years.

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**Preliminary 2023 Levy Discussion**

Executive Director Shepard discussed that library levies are legally required to be passed by the first Tuesday in December and staff typically bring the levy before the Board at the November meeting. He noted the timeline that needs to be followed for publishing notice of the hearing. He briefly discussed that our financial advisor is advising a 7% increase to our levy but a vote won't take place until November 15, 2023.

Trustee Hauck presented the financial reports. The funds were in balance with a total of \$9,725,296.67 at the end of September 2023 in the various accounts. The reports were discussed, and questions were answered.

**TREASURER'S WARRANT #893**

After reviewing selected invoices, Trustee Hauck made a motion to **Approve Warrant #893 for \$554,125.81**. Trustee Moodhe seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Barnett, Hauck, Keenan, Moodhe, Sitshela

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hackney

There being 6 affirmative votes, the motion passed.

**PRESIDENT'S DISCUSSION**

President Barnett mentioned the upcoming ILA Legislative Breakfast that will be held on December 5<sup>th</sup> and encouraged Trustees to attend.

**EXECUTIVE DIRECTOR'S DISCUSSION**

Executive Director Shepard mentioned that the Foundation Board would be invited to the February workshop.

**ADJOURNMENT**

A motion was made by Trustee Keenan to adjourn the meeting. Trustee Baba seconded the motion.

On the voice vote all were in favor and the motion carried.

President Barnett adjourned the meeting at 8:04 p.m.