



Thomas Ford Memorial Library
Board of Trustees
Minutes of the September 27, 2022

Fahrenbach called the meeting to order at 7:05 p.m.

Present: Baker, Carroll, Fahrenbach, Foster, Hanson, Montgomery Absent: Kartsounes

Also present: Bodewes, Brian LeFevre (arr. 7:40 p.m.) Also absent: Lewandowski

MOTION: Minutes of the August 23, 2022 meeting of the Board of Trustees

Montgomery moved to approve as presented the minutes of the August 23, 2022 meeting of the Board of Trustees; Baker seconded the motion. All approved.

Treasurer’s Report

Foster reviewed the August 2022 treasurer’s report and vendor list. State Replacement Tax increased due to statute changes. Illinois Funds is still paying out. Notable expenditures: server room project and painting projects. All other income and expenses were of the usual sort.

August 2022 Treasurer’s Report

| | |
|--------------------------------|--------------|
| Library Operating Fund #920 | \$781,927.03 |
| Graham Trust Fund #925 | \$272,642.04 |
| Building Maintenance Fund #930 | \$142,052.57 |
| Capital Fund #970 | \$107,807.83 |
| Timber Trails Fund #950 | \$69,740.13 |
| Debt Retirement Fund #940 | \$133,835.53 |
| August 2022 Vendor List | \$138,231.11 |

MOTION: August 2022 Treasurer’s Report

Hanson moved to approve the August 2022 treasurer’s report and vendor list; Carroll seconded the motion.

Roll Call:

Baker AYE

Carroll AYE

Fahrenbach AYE

Foster AYE

Hanson AYE

Montgomery AYE

All approved.

Librarian’s Report

FY23 Budget is discussed later on agenda. Bodewes will meet the chairs of the Building and Grounds Committee and the Personnel Committee in October to discuss 2023 building and salary expenditures.

Anniversary Party

On September 20 about 400 residents of all ages attended a celebration of the Library's 90th anniversary. Patrons particularly enjoyed the live music and complimentary prints of the artwork that was commissioned for the milestone occasion. Special appreciation for making the event a great success was expressed to the Library Friends, Kirschbuam's Bakery, local artist Gary Ainge, musical performers Yazz Jazz, and the other performers.

Statistics and Departmental Reports were presented.

Visitors/Public Comment: None.

Communications: No communications.

Committees:

Finance

FY23 Budget

A meeting of the Finance Committee for the purpose of budget planning was called for October 25 immediately preceding the regular Board meeting. Bodewes reviewed the budget process and timeline. Bodewes noted that EAV and final tax numbers are delayed with second tax installment. He is working with Village Finance Director to anticipate budget lines. Draft #1 of the FY23 budget will be reviewed at the October Board Meeting. The final budget will be presented for approval at the combined November/December meeting. The approved budget will be presented to the Village Board at the Village Board meeting in December.

Building and Grounds

- Server room projects have been completed. The WiFi expansion project is delayed due extended delivery times of necessary equipment.
- Annual fireplace service was completed and the fireplace is ready for daily use.
- The smart exterior sprinkler system installed in August is already yielding significant water usage savings.

Foundation

Bodewes reported on the September 26 meeting. The annual appeal mailing is set for mid-October; a separate targeted mailing will follow later in the month. An updated informational brochure for use in planned giving will be available shortly.

Friends

Montgomery reported on the September 14 meeting. Preparations are underway for the fall book sale which is scheduled for November 5 and 6. The Board expressed appreciation for the generous funding of the jazz band at the 90th Anniversary event as well as for support of various programming throughout the year.

Old Business

Brian LeFevre joined the meeting at 7:40 p.m.

Presentation of Audit Summary for FY21 by Brian LeFevre, Auditor, Sikich LLP

LeFevre reviewed the FY21 audit summary noting that the Library financial reporting and management narrative rated the highest opinion possible. The audited FY21 financial statement will be posted on the Library's website.

New Business

Staff Recognition

The Board expressed support of the annual staff appreciation expenditure in recognition the excellent work done in 2022. The presentation will be made at the Staff In Service Day scheduled for December 9.

There being no other business, Hanson moved to adjourn at 8:13 p.m.; Montgomery seconded the motion. All approved.

The next regular meeting of the Board of Trustees will be held on Tuesday, October 25, 2022.

Respectfully submitted,

Ted Bodewes
Recording Secretary