

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY, WESTCHESTER, ILLINOIS, HELD IN THE COMMUNITY ROOM OF THE WESTCHESTER PUBLIC LIBRARY, 10700 CANTERBURY STREET AT 7:00 PM ON MONDAY, April 9, 2018

1. Pledge of Allegiance

- a. The meeting opened at 7:03 PM with the Pledge of Allegiance

2. Call to Order and Roll Call

- a. President John Lamberti called the meeting to order at 7:03 PM. Present were President John Lamberti, Trustee Janette Maldonado, Trustee Fred Poppe, Secretary Jenice Hampton and Trustee Gerald Chenski. Arriving late were Treasurer Demitrus Evans, and Vice-President Elizabeth Hunter. Also present were Director Fidencio Marbella, Assistant Director Bonnie Schwanz, Business Manager Allison Muzal and Dan Berg of Sikich

3. Public Comment – no public comment

4. Discussion Items

- a) Dan Berg of Sikich presented the FY 2016-17 audit report. In the opinion of Sikich the basic financial statement presents fairly in all material respects, and the financial position for the year ended in accordance with accounting principles generally accepted in the United States of America.

Library management decided to omit preparing a discussion and analysis; Sikich advised this be prepared only when bonds are outstanding or the library is considering having bonds outstanding, in order to fully explain the current financial situation and to provide a comparison from the previous year to the current year.

- b) Library improvements: Fidencio presented the following preliminary timeline for the HVAC project:

5/07/18	run public notice in local paper
5/21/18	have drawings available for contractors
5/30/18	pre-bid meeting and building walkthrough
6/20/18	bids due and opened
6/22/18	20/10 Engineering provides recommendation on bids
6/25/18	board votes on bids
9/17/18	project start date
10/15/18	substantially completed
10/22/18	project completed

- c) Reviewed Policies 6.68 Medical Insurance, 7.1 Board Member Reimbursable Expenses, 7.2 Board Member Contact Information, 7.3 Declared vacancy and 7.4 Nepotism.
- d) Statement of Economic Interests - Fidencio reminded board members to complete statement prior to deadline of May 1, 2018.

- 5. **Unfinished Business** -None
- 6. **Board Member Comments** – None
- 7. **Public Comment** – no public comment
- 8. **Executive Session** - None
- 9. **Adjournment** – At 7:46 PM President Lamberti motioned to adjourn, seconded by Trustee Poppe, motion carried, 7 ayes, 0 nays.

Submitted by Jenice Hampton Secretary Public Library Board of Trustees