



## *Agenda Item #4 (a)*

### **Library Board of Trustees Minutes of Meeting**

**The Julia F. Burnham 3<sup>rd</sup> Floor Conference Room • Main Library • 200 West Green Street • Champaign  
October 18, 2023**

1. The meeting was called to order at 5:31 p.m. by Vice President Pearson.
2. Members present: Trisha Crowley, Michael La Due, Charles Lansford, Rajeev Malik, Minnie Pearson, and Chaya Sandler

Members absent: Maryka Baraka, Katie Blakeman, and Michael Foellmer

Library staff present: Brittany Millington, Amy Al-Shabibi, Jill Bouvet, Tricia Duzan, Essie Harris, Debbie Keith, Jordan Neal, Michael Rogalla, Evelyn Shapiro, Brandon Stokes, Maura Stutzman, and Jennifer Sutton

Visitors present: Natalie Frankenberg, Dr. Lawrence Richards, and Joe Laudont

3. Approve the Agenda:
  - MOTION by Malik to approve the agenda as presented; seconded by La Due. All: Aye.
  - There were no public comments.
4. Approve the Minutes:
  - a. Regular Meeting Minutes, September 20, 2023
    - MOTION by Sandler to approve the regular minutes of September 20, 2023 as presented; seconded by La Due. All: Aye.
    - There were no public comments.
5. FY2022/23 Audit Report (Joe Laudont, Lauterbach & Amen, LLP):
  - Joe Laudont from Lauterbach & Amen, presented the FY2022-23 Audit Report for the fiscal year ending June 30, 2023. The generated opinion was unmodified which is the highest and cleanest rating they can provide.
  - There were no public comments.

- MOTION by Lansford to receive the FY2022-23 Audit Report as presented; seconded by Malik.  
All: Aye.

6. Director's Report:

- Millington called attention to the fact that it was Debbie Keith's last Board meeting after 34 years of service as Accounting Manager. Millington thanked Keith for her dedicated service.
- Millington stated that we have been celebrating The Studio. During the first week, approximately 2,000 people came through for tours. The budget on the project is 92% spent with outstanding invoices on the wall graphics and signage.
- Millington reported that there are new projects on the horizon such as the maker space at Douglass Branch, the lobby flooring, and updates to the 2<sup>nd</sup> floor. Over the next couple of months more information will be provided.

7. Biannual Review of Closed Sessions, as required by 5 ILCS 120/2.06(c):

- La Due recommended that no closed minutes should be released at this time.
- Roll call was obtained.
- MOTION by La Due to retain the confidential closed minutes as discussed; seconded by Malik.  
All: Aye.
- There were no public comments.

8. Surplus Property:

- Millington presented a listing of materials for surplus property.
- MOTION by Lansford to recommend approval of the items of surplus property as presented; seconded by La Due. All: Aye.

9. Financial Reports:

a. Approve Check Summary and Check Register for September 2023:

- MOTION by Lansford to file the check summary and check register for September 2023 as presented; seconded by La Due. All: Aye.
- There were no public comments.

b. FY2023-2024 Financial Statements:

- MOTION by Malik to accept the September 2023 financials as presented; seconded by Lansford.  
All: Aye.
- There were no public comments.

10. Committee and Liaison Reports:

a. Champaign Public Library Foundation:

- No report.

b. City Council:

- No report.

c. Friends of the Champaign Public Library:

- Crowley stated the Friends year to date book sales are up 13%. This month items are 50% off.

11. Comments from the Audience:

- None

12. Comments from the Board:

- Crowley thanked Millington and staff for the statistics report which is important to see the use of the Library, meeting room usage, materials, and computers.
- Lansford thanked Millington and the financial team for an outstanding audit report.
- Pearson thanked Keith for her service.

13. Next Meetings or Events:

- Regular Meeting, November 15, 2023, 5:30 p.m., Burnham 3<sup>rd</sup> Floor Conf. Room, Main Library
- December, 2023 – No Meeting
- Regular Meeting, January 17, 2024, 5:30 p.m., Burnham 3<sup>rd</sup> Floor Conf. Room, Main Library

14. Adjournment:

- MOTION by Malik to adjourn at 5:55 pm; seconded by La Due. All: Aye.

Respectfully submitted,

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Minnie Pearson, Vice President

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Michael La Due, Secretary

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Jill Bouvet, Recorder