

BARTLETT PUBLIC LIBRARY DISTRICT
SPECIAL BOARD MEETING MINUTES

Monday, October 11, 2021

6:00 p.m.

Location: Meeting Room, Bartlett Public Library
800 S. Bartlett Road, Bartlett, IL

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by President Hopkins.

ROLL CALL: President Heidi Hopkins, Vice President Peggy Deyne, Treasurer Joe Olsen, Secretary Peggy Bucaro, Trustee Dave Barry, and Trustee Monica Boyer. Trustee John Sias was absent.

STAFF PRESENT: Director Karolyn Nance and Human Resources Manager Dina Castelvechchi.

GUESTS: Anthony Cervini, Auditor, Sikich LLP.

TOWN HALL: None.

AGENDA:

Anthony Cervini reviewed the 2020-2021 Draft Audit Report highlighting several areas of the Annual Financial Report. Sikich commented that the Library received a clean report. There was no discussion.

Anthony Cervini reviewed the 2020-2021 Draft Auditor's Communication to the Board of Trustees and Management. Director Nance stated that she did not agree with Deficiency # 1, she reported that the board reviewed this last year and came to the agreement that signing off on the Director's time sheet was unnecessary. Moving forward this will be a non-issue since the Library is researching and will be implementing an online payroll tracking system. Trustee Olsen inquired about the journal entries and asked Anthony when is the correct time frame to have the journal entries adjusted. Anthony replied that he would hope that all of the adjustments are made prior to the time that the Audit Firms starts their beginning work. Director Nance informed Anthony that the Accountant would be at the Committee of the Whole Meeting so that they could discuss further if needed.

Trustee Barry made a motion due to the hard time frame (because of a conflict with the meeting room) to accept the 2020-2021 Draft Audit. Trustee Bucaro seconded the motion. Trustee Olsen stated he felt this should not be approved since there was missing information from point one under the deficiency section and we didn't have management responses in the report. President Hopkins stated that the management responses were received via email, and this was a draft version and that information should be added in prior to the approval of the final report. Director Nance stated that she would send Anthony what she stated previously in the meeting.

Anthony also stated that he would be adding a short paragraph detailing the outstanding legal case regarding property taxes but that it is immaterial.

Roll Call Vote - Yes: Barry, Boyer, Bucaro, Deyne, Hopkins. No: Olsen. Absent: Sias. Motion carried.

TOWN HALL: None.

ADJOURNMENT: Trustee Barry moved to adjourn; seconded by Trustee Bucaro.

Roll Call Vote - Yes: Barry, Boyer, Bucaro, Olsen, Deyne, Hopkins. Absent: Sias.

Motion carried.

Adjourned at 6:26 p.m.