

APPROVED

HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT
110 West Maple St. • Lombard, IL 60148

AUDIT COMMITTEE MEETING MINUTES

September 24, 2021

3:00 p.m.

Auditorium

- I. Call to order
 - a. Vice President Ken Marshall called the Audit Committee meeting to order at 3:01pm in the Colonel Plum Auditorium.
- II. Pledge of Allegiance
 - a. All present recited the Pledge of Allegiance.
- III. Roll call
 - a. Present: Vice President Ken Marshall, Trustee Sue Wiggins, Trustee Jennifer Erickson
 - b. Absent: none
 - c. Staff members present: Sue Wilsey, Angelica Brenzel, Sara Plasman
 - d. Visitors: none
- IV. Public Comment
 - a. No public presentation was made. No member of the public.
- V. ACTION ITEM: Adoption of the Agenda
 - a. Trustee Wiggins moved to adopt the agenda. Trustee Erickson seconded the motion. All ayes, no nays. Motion carried.
- VI. Go into closed session to review closed session minutes
 - a. Trustee Wiggins moved to go into closed session at 3:06. Trustee Erickson seconded motion. Roll call vote. All ayes, no nays. Motion carried. 3:06pm
- VII. Return to Open Session
 - a. Trustee Wiggins moved to go into open session at 3:17pm. Trustee Erickson seconded. Roll call vote. All ayes, no nays. Motion carried.
- VIII. ACTION ITEM: Vote to recommend to the full Board approval of opening of closed session minutes
 - a. After a thorough review of the closed session minutes Trustee Wiggins moved to recommend to the full Board opening the following Closed Session Minutes. Trustee Erickson seconded the motion. All ayes, no nays.
 - i. January 20, 2021, Board Meeting
 - ii. February 9, 2021, Audit Committee Meeting
 - iii. February 10, 2021, Board Meeting
 - iv. May 10, 2021, Director Relations Committee
 - v. May 12, 2021, Board Meeting
 - b. All ayes, no nays. Motion carried.

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- IX. Review of Secretary's records for January 1, 2021 to June 30, 2021
 - a. The committee agreed that all records for January 1, 2021 to June 30, 2021 were in good standing.

- X. ACTION ITEM: Vote to recommend to the full Board approval of report on Secretary's records for January 1, 2021 to June 30, 2021
 - a. Trustee Wiggins moved to recommend to the full Board approval of the Secretary's records for January 1, 2021 to June 30, 2021. Trustee Erickson seconded motion. All ayes, no nays. Motion carried.

- XI. Adjournment:
 - a. There being no further business, Vice President Marshall moved to adjourn, and it was seconded. All ayes, no nays. Meeting adjourned at 3:17pm.

Notes taken by Sara Plasman.

Approved: _____

Julie Kowalski-Schmidt
Board Secretary