

HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT
411 S. Main St. • Lombard, IL 60148

AUDIT COMMITTEE MEETING MINUTES

September 4, 2025
6:00pm
Staff Conference Room

- I. Call to order
 - a. Chair Simms called the Audit Committee meeting to order at 6:01pm in the Staff Conference Room.
- II. Pledge of Allegiance
 - a. All present recited the Pledge of Allegiance.
- III. Chair Simms read the Land Acknowledgement Statement: The Helen Plum Library Board of Trustees unanimously acknowledges that many indigenous groups once lived on the land where the Library now resides. The Library invites all to learn their histories, cultures, and peoples. The Library Board encourages our neighbors to explore learning opportunities through local, Indigenous-based organizations such as Midwest SOARRING Foundation.
- IV. Roll call
 - a. Present: Chair Kelly Simms, Trustee Kristin Aasmundstad Walsh, Trustee Bijal Patel
 - b. Absent: None
 - c. Staff members present: Executive Director Anne Luzeniecki, Executive Assistant Jenn Ferguson
 - d. Visitors: None
- V. Public Comment
 - a. No public presentation was made.
- VI. ACTION ITEM: Adoption of the Agenda
 - a. Trustee Aasmundstad Walsh moved to adopt the agenda, seconded by Trustee Patel. All ayes, no nays. Motion passed.
- VII. Review of Secretary's OPEN records for January 1, 2025 through June 30, 2025
 - a. Before reviewing the records, Trustee Aasmundstad Walsh inquired after the approval procedure for committee minutes, particularly regarding closed session minutes and their content when considering the destruction of closed session recordings. After discussion regarding guidelines from Illinois

statue as well as the Library's practices regarding closed session minutes and recordings, it was agreed that this was a discussion beyond the scope of this committee.

- b. After review, the committee agreed that all records for January 1, 2025 through June 30, 2025, were in good standing.

VIII. Go into Closed Session to review Closed Session minutes

- a. It was agreed by all present that a closed session to review the minutes was not required.

IX. *Return to Open Session – Not needed as no closed session was held.*

X. ACTION ITEM: Vote to recommend to the full Board approval of opening of closed session minutes

- a. After consideration of the closed session minutes, Trustees agreed that there was no closed session minutes recommended to open at this time.

XI. ACTION ITEM: Vote to recommend to the full Board approval of report on Secretary's records for January 1, 2025, through June 30, 2025

- a. Trustee Aasmundstad Walsh moved to recommend to the full Board approval of the Secretary's records for January 1, 2025 to June 30, 2025. Trustee Patel seconded motion. All ayes, no nays. Motion passed.

XII. ACTION ITEM: Vote to recommend to the full Board approval to destroy verbatim closed session recordings older than 18 months

- a. Trustee Patel moved to recommend to the Board to destroy qualifying verbatim closed session recordings older than 18 months. Trustee Aasmundstad Walsh seconded the motion. All ayes, no nays. Motion passed.

XIII. Adjournment: 6:23pm

- a. There being no further business, Chair Simms moved to adjourn. Trustee Aasmundstad Walsh seconded motion. All ayes, no nays. Meeting adjourned.

Notes taken by Jenn Ferguson.

Approved: _____

Julie Kowalski-Schmidt
Board Secretary