

**WHITE OAK LIBRARY DISTRICT**  
**NOVEMBER 19, 2024**  
**6:30 PM PUBLIC HEARING – TAX LEVY @ 6:30 PM**  
**REGULAR BOARD MEETING @ 7:00 PM**  
**ROMEDEVILLE BRANCH**

**CALL TO ORDER**

President Deanna Amann called the Public Hearing on the Tax Levy Ordinance to order at 6:30p.m. Board members present: Deanna Amann, Gayle Crompton, Nancy Hackett, and June Rokita-Kennedy.

Board members absent: Andrew Koroma, Ann Lopez-Caneva, and Kelly Schneider.

Public in attendance: Michael Ramos and Daidyn Burge from Lewis University.

Staff present: Scott Pointon and Patti Sacco

*June Rokita-Kennedy moved to close the public hearing at 7:00 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

The Public Hearing was closed at 7:00 p.m.

REGULAR BOARD MEETING – 7:00 p.m.

**CALL TO ORDER**

President Deanna Amann called the Regular Board Meeting to order at 7:00p.m. Board members present: Deanna Amann, Gayle Crompton, Nancy Hackett, and June Rokita-Kennedy.

Absent: Andrew Koroma, Ann Lopez-Caneva, and Kelly Schneider.

Public in attendance: John Williams and David Phelan from Hearne & Associates, P.C., and Michael Ramos and Daidyn Burge from Lewis University.

Staff present: Scott Pointon and Patti Sacco.

**PUBLIC COMMENTS** – none.

**MINUTES**

Board members reviewed the minutes.

*Nancy Hackett moved to approve the October 22, 2024 Regular Board Meeting Minutes as presented. June Rokita-Kennedy seconded the motion. All voted aye. Motion carried*

**CORRESPONDENCE** - none.

**CHANGE ORDER OF AGENDA**

The Board agreed to change the order of the agenda to go to New Business item a.

**PRESENTATION & ACCEPTANCE OF THE FY2023/2024 AUDIT**

John Williams and David Phelan from Hearne & Associates, P.C. presented the annual audit report for the fiscal year ending June 30, 2024. The Board reviewed the audit report. John Williams stated that they found no difficulties in our bookkeeping processes and procedures. They found no accounting issues and reported that the Library District uses proper internal controls and noted no misappropriations.

John Williams stated he found the Library District to be in a safe, positive fiscal position, with funds being managed in a responsible manner. He complimented Business Manager Katherine Nelson on her accounting practices, and the timely manner in which she responded to their requests, and Library Director Scott Pointon for providing them with all the information they needed. The Board thanked Mr. Williams and Mr. Phelan for their report.

Board members said they were grateful to Scott Pointon and Katherine Nelson for their careful management of the District's finances.

***Gayle Crompton moved the Board Accept the Fiscal year 2023-2024 Audit as presented. Nancy Hackett seconded the motion. Roll call indicated: Ayes – Deanna Amann, Gayle Crompton, Nancy Hackett, and June Rokita-Kennedy. Nays – none. Motion carried.***

#### **TREASURER'S REPORT**

Treasurer Gayle Crompton read the Treasurer's Report for October 2024. Cash on hand as of October 1, 2024 was \$7,040,816.55. Income as of October 31, 2024 was \$168,353.13. Payroll disbursements as of October 31, 2024 were \$270,957.75. The payment of the October 2024 bills was \$167,738.07. The accounts payable as of October 31, 2024 was \$57,613.53. Cash on hand as of October 31, 2024 was \$6,828,087.39.

***Gayle Crompton moved the Board approve the October 2024 Treasurer's Report as presented, Nancy Hackett seconded the motion. Roll call indicated: Ayes – Deanna Amann, Gayle Crompton, Nancy Hackett, and June Rokita-Kennedy. Nays - none. Motion carried.***

Personal Property Replacement Tax received for FY 2024-2025 was \$164,356.84. The Lockport Township estimate for FY 2024-2025 is \$366,426.82.

2023 Levy Real Estate Distributions and Interest received to date was \$6,592,219.78. Percent received to date is 98.32%.

Additional information regarding interest rates – the PMA Investments Report was reviewed.

#### **DIRECTOR'S REPORT**

There were no additions to Scott Pointon's written report.

#### **OLD BUSINESS**

##### **BUILDING UPDATES**

Scott Pointon reported that the fire alarm panel at the Crest Hill Branch is still malfunctioning, the motherboard in the panel may need to be replaced.

##### **DETERMINATION OF MARCH 2025 MEETING LOCATION**

The March 2025 Board Meeting will be held at the Lockport Branch.

**EXECUTIVE SESSION** – Real Property – none needed.

**EXECUTIVE SESSION – Personnel – To be addressed later in the agenda.**

**NEW BUSINESS**

**APPROVAL OF TRANSFER OF SURPLUS TO BUILDING RESERVE FUND**

Scott Pointon and the Board reviewed funds to possibly transfer into the Building Reserve Fund.

*Gayle Crompton moved the Board transfer \$750,000 of surplus funds from fiscal year 2023-2024, currently in the Corporate Fund, into the Building Reserve Fund. Nancy Hackett seconded the motion. Roll call indicated: Ayes– Deanna Amann, Gayle Crompton, Nancy Hackett, and June Rokita-Kennedy. Nays - none. Motion carried.*

**APPROVAL OF LEVY ORDINANCE**

*June Rokita-Kennedy moved the Board adopt ordinance No.2024-211 – Tax Levy Ordinance for the Levy and Assessment of Taxes for the White Oak Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2024, and ending June 30, 2025 as presented. Gayle Crompton seconded the motion. Roll call indicated: Ayes – Deanna Amann, Gayle Crompton, Nancy Hackett, and June Rokita-Kennedy. Nays - none. Motion carried.*

**APPROVAL OF CHANGE TO MEETING ROOM RESERVATIONS**

*June Rokita-Kennedy moved the Board approve the change of the language of the Meeting Room Policy to say that the public may reserve a meeting room up to 5 months in advance. Nancy Hackett seconded the motion. Roll call indicated: Ayes – Deanna Amann, Gayle Crompton, Nancy Hackett, and June Rokita-Kennedy. Nays - none. Motion carried.*

**MEMBER’S CONCERNS/COMMENTS**

Gayle Crompton expressed her appreciation of Business Manager Katherine Nelson for the work she did for the annual audit.

Deanna Amann thanked Scott Pointon for all he has done this year and said she is happy that he has been the Director for these 18 years.

**SERVING OUR PUBLIC 4.0 – Chapter 3 – Personnel**

The Board reviewed the standards in question and determined the District is in compliance with the guidelines.

**EXECUTIVE SESSION – Personnel**

*Gayle Crompton moved the Board go into Executive Session for the Director’s Review. June Rokita-Kennedy seconded the motion. Roll call indicated: Ayes – Deanna Amann, Gayle Crompton, Nancy Hackett, and June Rokita-Kennedy. Nays - none. Motion carried.*

The Board went into Executive session at 8:01p.m.

*Gayle Crompton moved the Board come out of Executive session. June Rokita-Kennedy seconded the motion. Roll call indicated: Ayes – Deanna Amann, Gayle Crompton, Nancy Hackett, and June Rokita-Kennedy. Nays - none. Motion carried.*

The Board came out of Executive Session at 8:25p.m.

**DIRECTOR’S ANNUAL REVIEW AND SALARY ADJUSTMENT**

The Board commended Scott Pointon for his dedication during the 18 years he has been with the District. They expressed their appreciation for a job well done during this difficult staffing year. *Gayle Crompton moved the Board award Scott Pointon a 3% salary increase and a \$3,000 bonus. Nancy Hackett seconded the motion. Roll call indicated: Ayes – Deanna Amann, Gayle Crompton, Nancy Hackett, June Rokita-Kennedy. Nays - none. Motion carried.*

#### **ADJOURNMENT**

*June Rokita-Kennedy moved for adjournment at 8:40p.m. Nancy Hackett seconded the motion. All voted aye. Motion carried.*