



## Observer Report

### Woodridge Public Library Board of Trustees

Observer(s): Mary Hobein

Date: 6/19/2019

<b>Government Body:</b>	
<i>Members Present</i>	<i>Members Present</i>
John Majewski	Deb Fowler (assistant to director)
William Thompson	
Jane Whiteside	
Judy Bloom	
Nancy Staszak	
Joseph Heneghan	
Pam Dubé (director)	
Patricia Harwood (business manager)	

- Remember:**
- *Always be polite and respectful*
  - *Record the meeting if possible*
  - *Your attendance is about observation not participation. You are there to learn not judge*
  - *Strive for clarity while avoiding bias and partisanship*

<b>General Observations</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Did meeting start on time?	x		
Were the facilities large enough? Could the audience readily hear the proceedings? Handicapped Access?	x		
Was there media coverage?		x	

<b>Illinois Open Meeting Act requirements</b>			
Was the agenda posted 48 hours before the meeting? If so, where?	x		<a href="https://www.woodridgelibrary.org/board-trustees">https://www.woodridgelibrary.org/board-trustees</a>
Did the agenda items clearly describe what was to be discussed	x		
Was background information available to the public?		x	
Were issues adequately discussed?	x		
Was public comment encouraged?	x		
Was the public treated respectfully?	x		

**Agenda and supporting agenda items can be found at:**



<https://www.woodridgelibrary.org/board-trustees>

Meetings are streamed and archived at:

Not streamed.

Minutes are archived at : <https://www.woodridgelibrary.org/board-trustees>

Public participation: (estimate of attendance excluding staff and elected officials)  
self

Public Participation Remarks:

**Presentation by outside contractor and discussion by elected officials, staff and/or administrators:**

Brad Porter of Lauterbach and Amen LLP, contracted to do audit of library accounts gave a presentation. The audit report can be found at:

[https://www.woodridgelibrary.org/sites/default/files/fy18\\_annual\\_financial\\_report.pdf](https://www.woodridgelibrary.org/sites/default/files/fy18_annual_financial_report.pdf)

The auditors gave the financial statements the highest possible rating. Recommendations on previous audits had all been implemented.

Discussion of auditors report by board and staff: This auditing company is new to the library. It is considered good policy to change auditors every five years. The Village of Woodridge also changed to this company after bidding out the contract. Lauterbach and Amen gave a much lower bid than the previous auditor.

The board voted unanimously to accept the report.

**Informational Items presented by elected officials, staff and/or administrators:**

To celebrate the 60<sup>th</sup> anniversary of the Village of Woodridge and the 50<sup>th</sup> anniversary of the Woodridge Park District, there will be a parade on Saturday, September 28. Participants will meet at the library parking lot at 7am for a 9am start. Festivals will take place at various times and places throughout the fall to celebrate as well. The Woodridge Public Library will hold its festival on November 9, called "notable characters."

Discussions with the Park District, the Village, and School District 68 continue over shared parking facilities over the construction of a track field, a soccer field, and a sledding hill on property between Jefferson Junior High School and Village Center, which include the library and the village hall. Pam Dubé will attend meetings with all entities involved to make sure that the library's parking issues are appropriately dealt with.

**Were any issues on the agenda relevant to any LWV state or local positions or programs?**

In at least one past year, the League of Women Voters of Downers Grove, Woodridge, and Lisle participated in the Village anniversary parade. Do we want to do this again? If yes, the Village Administrator should be contacted for information.



**Do you recommend local League action on any of these issues? If “yes” what action do you recommend?**

**If we wish to participate in the Woodridge anniversary parade, I suggest contacting Village staff member Trevor Bosack at (630) 719-4709 or by email at [TBosack@vil.woodridge.il.us](mailto:TBosack@vil.woodridge.il.us)**

**Additional Comments/Concerns –**

Observation Report filed by \_\_\_Mary Hobein\_\_\_ Date\_July 26, 2019\_\_\_\_\_

Observation Report Reviewed by\_\_\_\_\_Lisa Reed\_\_\_\_\_ Date\_\_\_6/26/19\_\_\_\_\_

Observation Report posted by\_\_\_\_\_ Date\_\_\_\_\_