



**MINUTES
AUDIT COMMITTEE MEETING
BOARD OF TRUSTEES
ST. CHARLES PUBLIC LIBRARY DISTRICT
JANUARY 30, 2024**

The Audit Committee of the Board of Trustees of the St. Charles Public Library District met at the Library at 5:00 p.m. on Tuesday, January 30, 2024, for their semi-annual Audit Committee meeting. Present: Audit Committee members Claudia Frost and Bonnie J. Dauer, Director Katherine G. Buckson and Administrative Assistant Virginia Tsipas. Absent: Audit Committee member Mary Kruse.

I. Call to Order

Trustee Frost called the Audit Committee meeting to order at 5:00 pm and determined there was a quorum.

II. Review of Secretary's Minutes and Records for the Period July 1, 2023 through December 31, 2023.

The Committee reviewed the Secretary's Minutes and recordings for the period July 1, 2023 through December 31, 2023, and found the Secretary's Minutes and recordings to be in good order without errors or discrepancies. The Committee reviewed the Minutes on the website and found them to be linked properly and in good order.

III. Roll Call Vote to go into Closed Session for:

- a. "Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Act 5 ILCS 120/2(c)(21)"**

Motion by Trustee Dauer, second by Trustee Frost, to go into closed session at 5:14 pm, to hold a discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Act 5 ILCS 120/2(c)(21). **AYES:** Frost, Dauer. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Kruse.

Reconvened in Open Session at 5:27 pm.ⁱ

VII. Possible vote regarding whether to open or keep closed, Minutes from the Closed Sessions.

Motion by Trustee Dauer, second by Trustee Frost, to recommend to the Board that the Minutes of Closed Sessions dated July 12, 2023, August 30, 2023 for 5 ILCS 120/2(c)(2), and November 8,

2023, shall continue to remain closed to the public. The Committee further recommends to the Board that the Minutes of Closed Session dated August 30, 2023 for Section 2.06 of the Act 5 ILCS 120/2(c)(21), shall be open to the public. Carried unanimously.

Motion by Trustee Dauer, second by Trustee Frost, to recommend to the Board that future Closed Session Minutes presented at regular monthly meetings for Section 2.06 of the Act 5 ILCS 120/2(c)(21), after approval, be automatically opened to the public. Carried unanimously.

VIII. Possible vote regarding the destruction of Closed Session recordings according to 5 ILCS 120/2.06.

Motion by Trustee Dauer, second by Trustee Frost, to recommend the recordings of Closed Sessions of February 24, 2022, April 13, 2022, May 11, 2022 for 5 ILCS 120/2(c)(2), and May 11, 2022 for 5 ILCS 120/2 (c) (1), be destroyed in accordance with 5 ILCS 120/2.05. Carried unanimously.

IX. Communications and Citizen's Comments – on Non-Agenda Items

No comments.

X. Adjournment

Motion by Trustee Dauer, second by Trustee Frost, to adjourn at 5:29 pm. Carried unanimously.



Claudia Frost
Audit Committee Chair

ⁱ Agenda Items IV, V, and VI, are referenced in Closed Session Audit Committee Minutes of January 30, 2024.