



**MINUTES  
AUDIT COMMITTEE MEETING  
BOARD OF TRUSTEES  
ST. CHARLES PUBLIC LIBRARY DISTRICT  
AUGUST 7, 2024**

The Audit Committee of the Board of Trustees of the St. Charles Public Library District met at the Library at 1:00 p.m. on Wednesday, August 7, 2024, for their semi-annual Audit Committee meeting. Present: Vice-President/Secretary Mary Kruse, Trustees Claudia Frost (chair) and Bonnie J. Dauer, Director Katherine G. Buckson and Administrative Assistant Virginia Tsipas.

**I. Call to Order**

Trustee Frost called the Audit Committee meeting to order at 1:00 pm and determined there was a quorum.

**II. Review of Secretary's Minutes and Records for the Period January 1, 2024 through June 30, 2024.**

The Committee reviewed the Secretary's Minutes and recordings for the period January 1, 2024 through June 30, 2024, 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 Kruse, second by Trustee Dauer, to go into closed session at 1:14 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, Kruse, Dauer. **NAYS:** None.

**ABSTAINING:** None. **ABSENT:** None.

Reconvened in Open Session at 1:21 pm.<sup>i</sup>

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

There were no Closed Session Minutes to review for the period of January 1, 2024 through June 30, 2024. All other Closed Session Minutes previously closed shall remain closed to the public.

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

**Motion** by Trustee Dauer, second by Trustee Kruse, to recommend to the Board for approval that the recordings of Closed Sessions of July 13, 2022, August 9, 2022, August 10, 2022, September 7, 2022, September 17, 2022, October 12, 2022, November 9, 2022, December 14, 2022 and January 18, 2023, for Section 2.06 of the Act 5 ILCS 120/2 (c) (21) be destroyed in accordance with 5 ILCS 120/2.05. Carried unanimously.

Ms. Buckson suggested a simplified audit process to annually review the previous fiscal year's secretary's books prior to the yearly July Board meeting. The Board President, as required by Illinois law, will appoint two Trustees to conduct this audit. A separate meeting of the Audit Committee will be scheduled to review all closed session minutes to determine if they should remain closed or be open to the public, and to review the destruction of closed session recordings according to 5 ILCS 120/2.06.

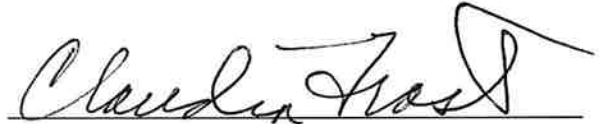
Future closed session minutes shall be more concise in stating the discussion topics and any recommendations for the Board. The goal is for transparency in opening more closed session minutes.

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

No comments.

**X. Adjournment**

**Motion** by Trustee Kruse, second by Trustee Dauer, to adjourn at 1:39 pm. Carried unanimously.



Claudia Frost  
Audit Committee Chair

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<sup>i</sup> Agenda Items **IV**, **V**, and **VI**, are referenced in Closed Session Audit Committee Minutes of August 7, 2024.