

**FLAGG-ROCHELLE PUBLIC LIBRARY DISTRICT**  
**Board of Trustees - Regular Session**  
January 16, 2025

**Trustees Present:** Teresa Haggstad, Lanning Nicoloff, Jackie Dickow (Zoom), Sheri Klindera, Sue Sevedge, Darci Waltrip.

**Absent:** Kelly Johnson.

**Also Present:** Sarah K. Flanagan, Library Director; Juan Martinez, Assistant Library Director.

**Call to Order:** At 7:03pm, Board President Teresa Haggstad called the Regular Meeting to order. The Board recognized Nick Bava, auditor from Sikich, who was allowed to speak first regarding the Annual Financial Report. Ashley Capes, Head of Children's Programming, was then allowed to speak afterwards so that neither had to stay for the whole meeting.

**Minutes:** Mrs. Haggstad requested a motion to approve the December 2024 Regular Meeting minutes after a change to edit the document was requested by Mr. Nicoloff. Sarah would so make the change. Mr. Nicoloff made the motion and Mrs. Sevedge seconded. Motion carried.

**Finances:** The December 2024 and January 2025 Vendors' Lists were presented, with The Cincinnati Companies bill for \$2,813.00 for Officers' insurance. A motion was made by Mrs. Dickow and seconded by Ms. Waltrip to approve both Vendors' lists. Motion carried.

The sixth Tax Distribution occurred on November 22nd for \$5,793.60 and with interest of \$1,791.24, we are fully funded at \$661,790.24. The Monthly Financial Reports for December and January were presented, as well as the Quarterly and six-month reports. Juan and Sarah met with Laura at Sikich to begin a monthly assessment of reports given to the Board as well as suggestions to correct items in the ledger so that they get accurate information and also to make future audits easier, potentially eliminating a deficiency cited every year in our annual audit as well. QuickBooks Online is auto-paying our taxes but Juan will still need to enter info manually for payroll.

Nick Bava presented the Independent Auditor's Report and opinion on financial statements using GAAS, GASBY, and Management's Discussion and Analysis (MD&A). The library maintains its accounting on a modified cash basis and total capital assets amount to \$2,189,902 and accumulated depreciation totaled \$1,704,378 as of June 30, 2024. Basic Financial Statements, such as Statement of Net Position (a net change of \$66,000), Activities, Assets, Liabilities And Fund Balances, were reviewed in the report as well as Future Accounting Pronouncements and Sikich's recommendations to fix Material Weaknesses and Significant Deficiencies.

**Unfinished Business:** None.

**Recognition of Visitors:** Nick Bava, CPA, MAS, Principal and auditor from Sikich (via Zoom); Ashley Capes, Head of Children's Programming.

**New Business:** The audit went very well, which only took one day's work to do here as opposed to up to three days in previous years. It was completed on December 10th. No issues with it, so Mrs. Haggstad requested a motion to approve. Mr. Nicoloff so made the motion and Mrs. Sevedge seconded. Motion carried.

The Illinois Funds, an investment pool that the auditor had suggested we use, allows not-for-profits and local governments to deposit up to \$250,000 into one account and it would give the

library another place to put tax money into as, with the exception of Rock Valley Federal Credit Union, we have an account with every bank in town, some of which exceed the FDIC max. While this money is not FDIC insured, it would be instead be insured by the state of Illinois, is rated AAmmf by Fitch, and several other entities in town use this service, such as The Park District, The City of Rochelle, and the Township. There is no set minimum. Mrs. Haggstad requested a motion to approve the opening of an account through Illinois Funds. Ms. Waltrip so made the motion and Mrs. Sevedge seconded. Motion carried.

**Other:** Ashley Capes spoke of the many upcoming library programs, such as Seed Swap Day on Saturday, January 25th with the Master Gardeners. For the first week of February, the Homeschool classes start with the Lightbeam Players' theater workshop featuring a royalty dance class, Rookie Gardening on Tuesdays to learn the basics of planting, there'll be an Anti-Valentine's Day event on February 13th for tweens and teens, a painting class for kids on February 17th as there's no school that day (it filled up in less than a day), along with the regular offerings of Books With Friends, Gamer Thursdays, and Coloring Club. Blind Date With A Book will return this month as well.

In March, there will be an adult painting class and a Homeschool Play workshop. During Spring Break, the Lightbeam Players will have "The Cowardly Lion and the Quest for Oz" performance. In April, a Homeschool Theater boot camp, where kids can try theater out, will be held as well as an adult art weaving class being offered. Jerry Moffitt of Do Art Productions will have an art class on May 6th. Hawthorne Inn will begin their historical book club with Tilly's Story.

**Librarian's Report:** For December, we're working on the Per Capita Grant, as well as working on a homeschool grant, due January 31st, to give 10 homeschool families an out-of-district library card for RTHS students, which the school will then direct interested parties to contact the library. Seed Swap Day will be held on Saturday, January 25th, the DAR will have their meeting here at the library, 4H and Girl Scouts will work on and deliver Christmas cards for residents at Liberty Village. For January, tax forms were ordered. We've been trying to find someone to shovel our snow and Eric Livingston has agreed to take this job on. Ann Marie at RTHS has gotten new furniture for their library as part of a remodel and had asked us to come try it out. She will be retiring in May. Some issues with the homeless population was discussed at the staff meeting.

**Adjournment:** A motion was made by Mr. Nicoloff and seconded by Ms. Waltrip to adjourn the meeting at 8:11 pm.

Juan Martinez

Recording Secretary

Approved: 2/20/2025