

**MINUTES OF THE SPECIAL MEETING
OF THE
NORTHLAKE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
AUGUST 27, 2015**

The special meeting of the Northlake Public Library District Board of Trustees was called to order at 6:31 p.m. by President Orlando Rivera. Present were Board members: Wason, Herrera, Sampson, Biddle, Rivera. Absent Board members: Gutierrez, Glowinski. Also present were Kelli Zabinski, accounting consultant; Sharon L. Highler, Library Director; and Mary Jane Garrett, Head of Technical Services.

The agenda for the meeting was approved on a motion by Sampson with a second by Herrera.

AYES: All.

Board members received copies of the updated Tentative (Preliminary) Budget of the library district.

Kelli Zabinski, the accounting consultant, was introduced to the Board. She has worked for the library district since November 2014. She has been helping to rework the budget to show more data, and to switch from an antiquated computer program to QuickBooks.

The only line in the Tentative Budget that has been adjusted since the August 20, 2015, regular meeting is the salary line. A few more will be adjusted before the final budget is written. Some may be combined into the general fund, and will show as separate lines within that fund. IMRF (pensions) and Social Security amounts will change because they are a function of salaries. The Audit Fund also needs to be re-evaluated.

Appropriations are usually 5% higher than the actual budget.

The Board was asked to look over the budget lines to see if they had any questions.

Copies of the Tentative Budget and Appropriations for the 2014-15 fiscal year were given to the Board to compare with that of 2015-16.

Biddle asked Zabinski what the results would be if the Governor freezes levies. Zabinski replied that levies would have to be cut if the legislation went through, but that it would not happen until 2016.

Before the library district's levy is compiled, Zabinski will develop a financial plan for the district, which will take the possible levy freeze into account. The plan will include how to use accounts and prepare for funding.

The Board voted to adopt the Tentative Budget and Appropriations of the Northlake Public Library District for the Fiscal Year Beginning July 1, 2015, and Ending June 30, 2016, on a motion by Sampson with a second by Wason. Roll call vote:

AYES: Wason, Herrera, Sampson, Biddle, Rivera.

NAYS: None.

ABSENT: Gutierrez, Glowinski

No members of the public were present.

Having moved through the agenda and with no further business, the Board adjourned the meeting at 7:12 p.m. on a motion by Sampson with a second by Herrera.

AYES: All.

Elizabeth Biddle, Secretary
