



Board of Library Trustees
Committee to Review Contents of Lockbox
Palatine Bank & Trust
110 W. Palatine Rd, Palatine, IL
March 2, 2024, 10:00 am

Minutes

1. Call to order

Committee Chair DeRosa called the meeting to order at 10:31am.

2. Roll call

Upon roll call, Trustees DeRosa and Westhoff were physically present.

3. Introduction of visitors

None.

4. Review of Contents of Library District's Lockbox

The Committee examined the contents of the lock box and verified the accuracy. New documents related to the sale of the Benton Street property have been added to the lockbox. Committee Chair DeRosa removed the Benton Street Property documents to update the inventory record and will place the documents and the updated inventory record in the lockbox.

5. Adjournment

Committee Chair DeRosa adjourned the meeting at 11:35 am.

Approved: 3-19-24

[Signature]
Trustee

[Signature]
Trustee

Prepared by: Maureen DeRosa