

**Waukegan Public Library Board of Trustees
Special Meeting
MINUTES**

Monday, December 14, 2015

6:30 p.m. Board Room

128 N. County Street

Waukegan, IL 60085

Call to Order

Meeting called to order at 6:33 pm by Vice President, Mr. Jesus Ruiz.

Roll Call to Constitute a Quorum

Trustees in attendance included Ms. Mary Stickels, Mr. Erick Rivera, Mr. Jesus Ruiz, Dr. Verna Wilson, Mr. Pete Zaragoza, and Mr. John Stein. Trustees not in attendance, with notice, included Ms. Claudia Freeman and Ms. Jackie Herrera Giron. Quorum present.

Dr. Charmaine Harris arrived at 6:41 pm.

Also in attendance were Mr. Richard Lee, Executive Director, Ms. Heidi Smith, Assistant Director, Ms. Betsy Jung, Controller, Mr. Doug Stiles; WPL Legal Counsel, Mr. Jim Griffin; Employment Counsel, Management Association and Ms. Diana Alvey, Recording Secretary.

Agenda

Motion to Approve Agenda for WPL Board of Trustees December 14, 2015 Special Meeting made by Mr. John Stein, and seconded by Mr. Pete Zaragoza and passed by the Trustees.

Discussion and Action Agenda

1. Personnel discussion

Motion to evoke closed executive session 5ILCS 120/2 (c)(1) made by Dr. Wilson, seconded by Ms. Stickels.

Meeting moved into closed session at 6:45 pm.

Discussion of Personnel issue/Resolution presented by Mr. Richard Lee, Executive Director; Mr. Doug Stiles; WPL Legal Counsel, Mr. Jim Griffin; Employment Counsel, Management Association
Question and answer session followed.

Motion to end closed executive session 5ILCS 120/2 (c)(1) made by Dr. Wilson, seconded by Mr. Stein.

Trustees present in resumed open session were Ms. Mary Stickels, Mr. Erick Rivera, Mr. Jesus Ruiz, Dr. Verna Wilson, Mr. Pete Zaragoza, Dr. Charmaine Harris, and Mr. John Stein. Quorum present.

Motion to approve attorney recommendations and adopt closed session agreement made by Mr. John Stein and seconded by Mr. Jesus Ruiz. None opposed. Motion carried.

2. Proposed change in Board of Trustees meeting schedule

Motion to approve Board meeting schedule change from January 20, 2015 to Jan 13, 2015 made by Mr. John Stein, seconded by Dr. Charmaine Harris, Dr. Verna Wilson opposed. Motion passed.

Adjourn

Meeting adjourned at 7:42 pm.