

Waukegan Public Library Board of Trustees Meeting
Executive Session Minutes
Wednesday, May 31, 2017
6:00 p.m. Board Room
128 N. County Street
Waukegan, IL 60085

Call to Order

President called the meeting to order at 6:10pm.

Roll Call to Constitute a Quorum

Trustees present were: Ms. Claudia Freeman, Mr. David Villalobos, Mr. Erick Rivera, Mr. Jesus Ruiz, Mr. John Stein, and Ms. Sylvia England (arrived at 6:15pm). Quorum established.

Also present: Mr. Richard Lee, Executive Director; Ms. Amanda Civitello, Manager of Marketing & Communication; Mr. Josh Anderson, Adult Literacy Coordinator; and Kim Vander Yacht, Recording Secretary.

Upon the arrival of Ms. England, a motion to seat Ms. England was made by Ms. Freeman and seconded by Mr. Villalobos. All in favor; motion carried.

Agenda

Motion to Approve Agenda for WPL Board of Trustees Executive Session May 31, 2017 meeting was made by Ms. Freeman and seconded by Mr. Rivera. All in favor; motion carried.

A motion was made by Ms. Ms. Freeman and seconded by Mr. Villalobos to discuss the proposals submitted by national search firms. All in favor; motion carried.

Discussion and Action Agenda

Proposals were submitted by June Garcia LLC, Bradbury Miller Associates and John Keister & Associates LLC. John Keister & Associates LLC was a proposal received after the other two had been reviewed. There was discussion about each search firm, citing pros and cons of each.

A motion to enter into an agreement with John Keister & Associates LLC was made by Ms. Freeman and seconded by Mr. Stein. All in favor; motion carried.

A motion to adjourn the meeting was made by Mr. Villalobos and seconded by Mr. Rivera. All in favor; motion carried. Meeting adjourned at 6:30pm.