

**Waukegan Public Library Board of Trustees Meeting  
Minutes**

Wednesday, February 17, 2016

6:30 p.m. Board Room

128 N. County Street

Waukegan, IL 60085

**Call to Order**

Meeting was called to order at 6:31 pm.

**Roll Call to Constitute a Quorum**

Trustees in attendance included Ms. Jackie Herrera Giron, Mr. Jesus Ruiz, Dr. Charmaine Harris, Ms. Claudia Freeman, Mr. Erick Rivera, Mr. John Stein, Ms. Mary Stickels, Dr. Verna Wilson, and Mr. Pete Zaragoza. Quorum present.

Also in attendance were Mr. Richard Lee, Executive Director, Ms. Heidi Smith, Assistant Director, Ms. Betsy Jung, Controller, and Ms. Diana Alvey, Recording Secretary.

**Agenda**

Motion to Approve Agenda for WPL Board of Trustees February 17, 2016 meeting made by Ms. Freeman, seconded by Ms. Stickels; Mr. Stein, Dr. Wilson, Dr. Harris, and Mr. Rivera opposed, motion carried.

**Minutes**

Motion to Approve Minutes of WPL Board of Trustees Executive Session December 14, 2016 meeting as amended made by Mr. Zaragoza, seconded by Dr. Wilson; Mr. Stein opposed, motion carried.

Motion to Approve Minutes of WPL Board of Trustees Executive Session January 13, 2016 meeting as amended made by Ms. Freeman, seconded by Ms. Stickels; Mr. Zaragoza and Dr. Harris abstain; Mr. Stein opposed, motion carried.

Motion to Approve Minutes of WPL Board of Trustees January 13, 2016 meeting as amended made by Dr. Wilson, seconded by Mr. Ruiz; Mr. Zaragoza abstains, motion carried.

**Public Comments**

Present at the meeting was Mr. Chris Blanks, founder and President of BAMB (Black Abolition Movement for the Mind). Mr. Blanks has worked in the community for over 20 years. Mr. Blanks is interested in having diversity at the library in programming, in employment, and in volunteer staffing also. He would like to encourage the library to have programs that connect the African American community with their cultures.

**Controller's Report**

Controller presented January 2016 summary of actual vs budgeted results. Brief question and answer session followed. Controller presented January 2016 summary of disbursements. Brief question and answer session followed.

Motion to Approve January 2016 summary of disbursements made by Ms. Stickels, seconded by Mr. Zaragoza, Mr. Stein, Drs. Harris and Wilson opposed, Mr. Ruiz abstains, motion carried.

**Director's Report**

- Upcoming event and invitation
  - The WPL Board of Trustees and the Executive Director are all invited to a Meet and Greet with the new WPS District 60 Superintendent, Theresa Plascencia, on Saturday, February 27, 2016 at noon. Information will be emailed to all of the trustees.
- Building and Maintenance issues discussed.
  - There is an issue with the boilers at WPL. The new boilers do not have enough pressure to properly heat the building. We may need to install regulators or replace the pipes and meters.
  - WPL has stack chairs available after having replaced the existing ones. They were offered to Brookside House #3 but the school was looking for lounge chairs not stackable chairs.
- February programming reviewing

- There are a number of Black History Month events in February. Coming up this Sunday is Oba William King; he was at the Storytelling Festival and was captivating.
- Today, WPL had visitors from the Wildlife Discover Center. They brought an owl, a skink and a lizard for patrons to see and learn about.
- Strategic Direction
  - Four areas of impact
  - Five service centers
  - A strategic direction packet and poster has been developed and will be available on website
  - Electronic version to be sent to trustees
- Safety Department issues
  - Report of alleged fraud in library –reported to Waukegan Police Dept.

#### **Committee Reports**

1. Ad Hoc Advisory Committee Report
  - Committee and WPL will be hosting an open house
  - WPL staff will speak about programs
  - Committee will ask patrons about their opinions on various topics
  - Committee will identify new potential future board members, Foundation members, or Friends of WPL

#### **President's Report**

None

#### **Foundation Board Report**

Foundation is growing and is currently at 11 members including 4 new people. December 3, 2016 is the planned winter fundraising gala. Currently the 365 Club is at 44% of 2015-2016 goals, with a goal of 100 members. Everyone is invited to attend the Foundation board meetings; the next meeting is the first Tuesday of April at 5:30 pm.

#### **Discussion and Action Agenda**

1. Executive Director's Evaluation
  - Decision to move forward with Executive Director Evaluations on hand and go to next step

#### **Trustee Comments**

Mr. Zaragoza – None

Mr. Rivera – None

Ms. Stickels – Congratulations to Carmen for the information presented in the Washington Post article

Dr. Harris – Volunteered at Bernie's Book Bank, looking for volunteers to work in two hour blocks to pick and bag books, they also take donations of books. They also have meeting, events, and gala spaces available.

Dr. Harris knows plenty of people who speak Swahili and it might be something good to offer at the library to the community.

Ms. Freeman – None

Dr. Wilson – Would love to go to the Legislative Breakfast meeting, the new Superintendent has been chosen. She is from Chicago.

Mr. Ruiz – Reiterate the importance of incorporating culture in a child's learning. Rosalind Franklin is looking for places to engage young people

Mr. Stein – None

Ms. Herrera Giron - Condolences to Mr. Lee on the passing of his father. Thank you Betsy for making every effort to be transparent. Excited about the operating plan and it was a great read in the Washington Post article.

#### **Adjourn**

Motion to adjourn made by Dr. Harris, seconded by Dr. Wilson, approved by trustees. Meeting adjourned at 8:02 pm.

For questions or comments, please e-mail the Board at [wplboard@waukeganpl.info](mailto:wplboard@waukeganpl.info) or visit the Board's website at [www.waukeganpl.org/board-of-trustees](http://www.waukeganpl.org/board-of-trustees). For assistance in accessing the meeting, contact 847.775.2551.