

MINUTES

Waukegan Public Library – Board of Trustees Meeting

Thursday, February 21, 2019, 6:30 PM, Board Room

128 N County Street, Waukegan, IL 60085

I. Call to Order

The meeting was called to order at 6:32pm

II. Roll Call

Trustees present: Ms. Mary Stickels, Ms. Marge Ferruzzi, Ms. Rachelle Mendez, Ms. Sylvia England, Ms. Chetara Jenkins, and Mr. Larry McShane

Trustees absent: Ms. Jean Smith (with notice)

Also present were: Ms. Selina Gomez-Beloz, Executive Director; Mr. Jon Gaskill, Assistant Director; Ms. Betsy Jung, Controller; Ms. Debra Jordan, HR Manager; Ms. Susan Royer, Executive Assistant, and Mr. Doug Stiles

III. Agenda and Minutes

Motion to approve Agenda for WPL Board of Trustees February 21, 2019 meeting was made by Ms. Marge Ferruzzi and seconded by Mr. Larry McShane. Motion passed

Motion to approve the minutes of the WPL January 16, 2019 meeting was made by Ms. Sylvia England and seconded by Ms. Marge Ferruzzi. Motion passed.

IV. Controller's Report

The Library is nine (9) months into the fiscal year and we have received almost 100% of budgeted real estate tax. We are \$13,000 short on the expected revenue.

We have approximately \$2,800,000 in cash, including \$1,000,000 invested in CD's.

V. Finance Committee Report

Following a brief discussion of the FY20 Draft Budget, it was determined that the \$100,000 in savings (budget net line) would be moved to Capital Expenses.

Motion to approve FY20 Budget with amendment was made by Mr. Larry McShane and seconded by Ms. Rachelle Mendez. Motion passed

After brief discussion, a motion to approve January 2019 disbursements was made by Ms. Marge Ferruzzi and seconded by Ms. Rachelle Mendez. Motion passed

VI. Director's Report

The Director's report is part of the Board packet.

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VII. Services Report

Mr. Jon Gaskill provided an overview of what's new at the Library for February and March happenings.

- Cultural programming for Black History Month
- Collection shifting for ease of accessibility
- Testing putting newspapers on the floor rather than behind the desk
- Delivery of bookmobile materials is ongoing and we continue to reach out to schools for interest in receiving materials

VIII. Announcements/Trustee Comments

Ms. Debra Jordan shared information on the staff interviews published in the staff newsletter in celebration of Black History Month and the upcoming video interview with Mr. Brown that were conducted by the Staff Committee.

IX. Motion to adjourn to closed executive session pursuant to code 5 ILCS 120/2 (c) (1) was made by Ms. Sylvia England and seconded by Ms. Marge Ferruzzi. Motion carried.

X. Motion to end closed executive session and return to open session was made by Ms. Chetara Jenkins and seconded by Mr. Larry McShane. Motion carried.

XI. Motion regarding Executive Director's evaluation was tabled until March 20, 2019 Board Meeting.

XII. Public Comment – Comments limited to three minutes.
None

XIII. Adjourn
Motion to adjourn at 9:00 PM.