

Minutes
Waukegan Public Library – Board of Trustees Meeting
Wednesday, March 20, 2019, 6:30 PM, Board Room
128 N County Street, Waukegan, IL 60085

I. Call to Order

The meeting was called to order at 6:35pm.

II. Roll Call

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

Trustees absent: Ms. Chetara Jenkins (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. David Villalobos, Alderman.

III. Agenda and Minutes

Motion to approve Agenda for WPL Board of Trustees March 20, 2019 meeting was made by Ms. Sylvia England and seconded by Mr. Larry McShane. Motion passed.

Motion to approve the minutes of the WPL February 21, 2019 meeting was made by Ms. Sylvia England and seconded by Mr. Larry McShane. Motion passed.

IV. Controller's Report

We are 10 months into the fiscal year and have 17% of the budget remaining. We are \$13,000 short on tax revenue, however, we have funds on hand to make up for the shortfall. Currently, we have 2.4 million in the bank, including the 1 million dollars in CD's.

A second version of the FY20 budget went to the city with the changes requested by the Board in February.

The controller will be working on a new chart of accounts structure for FY20.

V. Finance Committee Report

After a brief discussion, a motion to approve February 2019 disbursements was made by Ms. Sylvia England and seconded by Mr. Larry McShane. Motion passed.

VI. Director's Report

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

VII. City Liaison Report

Mr. David Villalobos shared concerns about staff shortage and is aware it is on our radar to fill positions. He also expressed there were concerns about the Library winter closures due to the extreme weather.

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VIII. Services Report

Mr. Gaskill provided information on the United Way article/report on Kindergarten readiness statistics in Waukegan. Mr. Patrick Toto, Children’s Department Manager, was interviewed for the article.

The Library has applied for Summer Food Service Program grant to supply meals to children at the Library over the summer. Mr. Gaskill led this initiative and we are waiting to hear back about the grant.

The Children’s garden will be dedicated to Sandy this summer. We are hoping she will continue as a volunteer.

IX. Announcements/Trustee Comments

A brief discussion took place regarding Pat’s Café and ideas for updating in the future.

- X. 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 passed.

- XI. Motion to end closed executive session and return to open session was made by Ms. Sylvia England and seconded by Ms. Marge Ferruzzi. Motion passed.

Ms. Mary Stickels announced Ms. Sylvia England was unanimously elected as Vice President of the Board that during the closed session.

- XII. Motion regarding Executive Director’s evaluation was tabled until April 17 Board Meeting.

- XIII. Public Comment – Comments limited to three minutes.
None

- XIV. Adjourn
Motion to adjourn at 8:30 PM.