

MINUTES

Waukegan Public Library – Board of Trustees Meeting

Wednesday, December 15, 2021, 6:30 PM, Classroom A

128 N. County Street, Waukegan, IL 60085

Public Virtual Meeting*: <https://www.youtube.com/user/wplstaff>

I. Call to Order

The meeting was called to order at 6:31pm

II. Roll Call

Trustees Present: Bryan Escobar; Robert Freeman; Gerardo Gordillo; Lawrence McShane. Cathy Rogers; Debra Sippio-French; Jean Smith; and Nathan Thebarga

A motion to seat Rebecca Solano to the meeting was made by Mr. Freeman and seconded by Mr. Escobar, motion passed.

Also, present Mr. Jon Gaskill, Acting Executive Director; Ms. Gale Graves, Acting Assistant Director; Ms. Anna Guthman, Business Office Manager; Mr. Douglas Dorando, Legal Counsel; and Ms. Susan Royer, HR Coordinator.

III. Public Comment

- Ms. Rosario Colin expressed safety concerns of staff.
- Mr. Theron Plaines spoke to safety concerns and an incident that took place in November.
- Mr. Josh Bill, of the Waukegan Historical Society requested transfer of ownership of the Bradbury Collection to the WHS.
- Ms. Ann Taylor expressed her thoughts on the home of the Bradbury collection.
- Mr. Richard Lee expressed his wish for the home of the Bradbury collection.
- Mr. Chris Wolf shared his opinion of a safety incident.

IV. Agenda and Minutes

- a. Motion to approve the Agenda for WPL Board of Trustees meeting of Wednesday, December 15, 2021.

A motion to approve the agenda for the WPL Board of Trustees meeting of Wednesday, December 15, 2021, was made by Ms. Sippio-French and seconded by Mr. Escobar. Motion passed.

- b. Motion to approve the Minutes of the WPL Board of Trustees meeting of November 17, 2021.

A motion to approve the minutes of the WPL Board of Trustees meeting of November 17, 2021, was made by Mr. Escobar and seconded by Ms. Solano. Motion passed.

V. Reports

a. Acting Executive Director's Report

Mr. Gaskill provided his directors report to the Board.

b. Acting Assistant Director's Report

Ms. Graves provided her services report to the Board.

c. Finance Committee Report

Ms. Guthman provided an overview of the budget status. The Finance Committee met prior to the regular Board meeting to review the WPL Profit and Loss and Check Detail Reports and found all to be in order and recommended the Board approve the November disbursements.

A motion to approve November disbursements was made by Mr. McShane and seconded by Ms. Rogers. Motion passed.

d. Governance Committee Report

The Governance Committee has started the process of looking at policies and will meet again on January 5, 2022.

e. Development Committee Report

The Development Committee met a few weeks ago and began discussion of training and technologies to support Board members. The committee will meet again on January 26, 2022.

f. ED Search Committee Report

The Executive Director Search Committee worked on the RFP and the job description and are planning on how to send the RFP. The committee will meet again on January 19 prior to the next regular Board meeting.

VI. New Business

a. Approval of Non-resident Fee Resolution NO. 2021-01

A motion to approve the Non-resident Fee Resolution NO. 2021-01 was made by Mr. Escobar and seconded by Ms. Smith. Motion passed.

b. Approval of RFP for Search Firms

A motion to approve the RFP for Search Firms was made by Mr. Escobar and seconded by Mr. Thebarger. Motion passed.

- c. Approve Inter-governmental Agreement to join Illinois Libraries Present pilot program

A motion to approve Inter-governmental Agreement to join Illinois Libraries Present pilot program was made by Ms. Sippio-French and seconded by Mr. McShane. Motion passed.

- d. Ray Bradbury Collection discussion

Mr. Escobar recused himself from the discussion due to a conflict of interest.

A discussion took place around the Bradbury Collection and the options of loaning the collection or gifting the collection to the Waukegan Historical Society. It was suggested further discussion on this matter will need to take place.

A motion to postpone a decision until the next Board meeting was made by Ms. Smith and seconded by Ms. Sippio-French.

Mr. McShane; Ms. Rogers; Ms. Sippio-French; Ms. Smith; and Mr. Thebarga voted aye.

Ms. Solano and Mr. Gordillo voted nay.

Mr. Freeman abstained.

Motion passed.

- e. Library vehicle discussion

The current library vehicle needs major repairs. Mr. Gaskill will be researching replacement options and come to the Board with recommended options when ready for approval. In the meantime, he asked Board members to come to him with any thoughts/suggestions.

VII. Announcements/Trustee Comments

Board members made their final comments prior to adjournment.

VIII. Adjourn - Motion to adjourn at 8:05 PM.

For question or comments, please email the Board at wplboard@Waukeganpl.info or visit the Board's website at www.waukeganpl.org/board-of-trustees. For assistance in accessing the meeting, contact 847-775-2551.