

## MINUTES

### Waukegan Public Library – Board of Trustees Meeting

Wednesday, February 16, 2022, 6:30 PM

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 6:32pm.

II. Roll Call

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

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

III. Public Comment -  
None

IV. Agenda and Minutes

- a. A motion to approve the agenda for WPL Board of Trustees meeting of Wednesday, February 16, 2022, was made by Ms. Smith and seconded by Ms. Rogers. All in favor, motion passed.
- b. A motion to approve the minutes of the WPL Board of Trustees meeting of January 19, 2022, was made by Mr. Thebarga and seconded by Ms. Sippio-French. All in favor, 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

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 January disbursements.

The Finance Committee also reviewed the proposed 2023 budget and it appeared to be appropriate and the committee recommends the Board to approve the budget.

- I. A motion to approve January disbursements was made by Ms. Smith and seconded by Mr. Escobar. All in favor, motion passed.

II. A motion to approve the WPL Budget for Fiscal Year 2023 was made by Ms. Rogers and seconded by Mr. Gordillo. All in favor, motion passed.

d. Executive Search Committee Report

I. Motion to approve proposal from HR Source.

A motion to approve proposal from HR Source to include the added Cultural Survey was made by Mr. Thebarga and seconded by Ms. Sippio-French. All in favor, motion passed.

VI. New Business

a. A motion to retroactively approve WPL's Per Capita Grant Application was made by Mr. McShane and seconded by Mr. Thebarga. All in favor, motion passed.

b. Library Counsel – Labor and General Discussion

Adjourn to closed executive session under OMA sections 2(c)1, The appointment, employment, compensation, discipline, performance, or dismissal of certain employees of the public body and the selection of legal counsel.

A motion to retain Ottosen, DiNolfo, Hasenbalg & Castaldo, Ltd. as general and labor counsel for the Waukegan Public Library was made by Mr. McShane and seconded by Ms. Smith. All in favor, motion passed.

VII. Presidents Report

Mr. Freeman stated the next Board Retreat is scheduled for March 19, 2022 and reminded Board members to complete their OMA Training. He also encouraged all committees to schedule their respective meetings and share the information accordingly.

VIII. Announcements/Trustee Comments

Board members made their final comments prior to adjournment.

Adjourn - Motion to adjourn at 8:32PM.

For question or comments, please email 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.