

Approved 4/20/22

MINUTES
Waukegan Public Library – Board of Trustees
Meeting

Wednesday, March 16, 2022, 6:30 PM
128 N. County Street, Waukegan, IL 60085
<https://www.youtube.com/user/wplstaff>

I. Call to Order

The meeting was called to order at 6:41pm.

II. Roll Call

Trustees Present: Robert Freeman; Gerardo Gordillo; Lawrence McShane; Cathy Rogers; Jean Smith; Steve Bugg and Nathan Thebarga.

A motion to seat Debra Sippio-French and Rebecca Solano was made by Mr. Freeman and seconded by Mr. Thebarga. Motion passed.

Also, present Mr. Jon Gaskill, Acting Executive Director; Ms. Anna Guthman, Acting Assistant Director; Karl Ottosen, Legal Counsel; Ms. Jackie Throop, HR Source Representative; Ms. Mary Petersen, HR Source Representative; and Ms. Susan Royer, HR Coordinator.

III. Public Comment -
None

a. Agenda and Minutes

A motion to approve the Agenda for WPL Board of Trustees meeting of Wednesday, March 16, 2022, with recommended amendments was made by Mr. Freeman and seconded by Ms. Rogers. Motion passed.

b. A motion to approve the Minutes of the WPL Board of Trustees meeting of February 16, 2022, was made by Ms. Smith, and seconded by Mr. McShane. Motion passed.

IV. HR Source discussion

Ms. Throop and Ms. Petersen provided an overview of the recruiting process and the Applicant Tracking System utilized by HR Source.

V. Reports

a. Acting Executive Director's Report

Mr. Gaskill provided his directors report to the Board.

b. Services Report

Mr. Gaskill provided a 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 February disbursements.

- I. A motion to approve February disbursements was made Ms. Smith and seconded by Mr. Thebarga. Motion passed.

d. Governance Committee Report

The Governance Committee met last week to review the Confidentiality Policy and the Ethics and Statements Policy to bring to the Board for approval.

- I. A motion to approve the Confidentiality Policy and the Ethics and Statements Policy was made by Ms. Rogers and seconded by Mr. McShane. Motion passed.

VI. New Business

- a. A motion to approve Resolution No. 2022-01, appointing a representative and alternate to the Coop 90's Board was made by Mr. Bugg and seconded by Mr. Thebarga. Motion passed.

- b. A motion to approve Find More Illinois agreement was made by Mr. Thebarga and seconded by Mr. Gordillo. Motion passed.

c. Nomination and Election of new Board secretary

Mr. Bugg was nominated as Board Secretary by Ms. Smith and seconded by Ms. Sippio-French. Motion passed.

VII. Presidents Report

Mr. Freeman reminded the Board of the retreat on Saturday, March 19 from 11am-2pm and of the next Board meeting on April 20, 2022.

VIII. Announcements/Trustee Comments

Mr. Ottosen provided details of the upcoming collective bargaining session and the need to establish a negotiating committee. He recommended the committee have no more than two Board members.

Mr. Freeman, and Ms. Sippio-French volunteered to be a part of the negotiating committee with Mr. Thebarga volunteering as an alternate, if needed. Mr. Gaskill, Ms. Guthman, and Ms. Royer will also serve on the committee representing the library.

Mr. Ottosen will also be providing the Board with an updated Ray Bradbury Loan agreement for review.

Board members made their final comments prior to adjournment.

Adjourn - Motion to adjourn at 7:55pm.

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 847-775-2557.