



**Waukegan Public Library – Board of Trustees**

Regular Meeting

Wednesday, August 17, 2022

Meeting Room A - 6:30 PM

Minutes

I. Call to Order

The meeting was called to order at 6:31pm.

II. Roll Call

Trustees Present: Robert Freeman; Gerardo Gordillo; Lawrence McShane; Debra Sippio-French; Nathan Theborge; Jean Smith; Cathy Rogers and Steve Bugg.

A motion to seat Rebecca Solano virtually at 6:40pm. All in favor, motion passed.

Also, present Jon Gaskill, Acting Executive Director; Anna Guthman, Acting Assistant Director; Karl Ottosen, Legal Counsel; and Susan Royer, EA/HR Coordinator.

III. Public Comment

None

IV. Consent Agenda

- A. Approval of Minutes of Regular Meeting July 20, 2022
- B. Approval of Check Detail for July 2022
- C. Approval of Board Policies
  - 1. Donations
- D. Reports of Standing Committees: Committee of the Whole August 3, 2022
  - 1. Finance and Facilities
  - 2. Policy
  - 3. Development
  - 4. General and Summary

Mr. Freeman read the consent agenda. A motion to approve the Consent Agenda as presented was made by Mr. Freeman and seconded by Ms. Rogers. All in favor; motion passed.

Approved 9-21-22

- V. Item(s) removed from Consent Agenda, if any  
None
  
- VI. Executive Director's Report  
Mr. Gaskill provided his ED Report to the Board.
  
- VII. Services Report  
Mr. Gaskill provided his Services Report to the Board.
  
- VIII. Operations Report  
Ms. Guthman provided her Operations Report to the Board.
  
- IX. Old Business
  - A. Library Vehicle
  - B. Library Sign
  - C. Governance Review CalendarNo actions were taken.
  
- X. New Business
  - A. Actual to Budget Report for July 2022  
Ms. Guthman provided the Board with an overview of the Actual to Budget Report. A motion to approve the report as presented was made by Ms. Smith and seconded by Ms. Sippio-French. All in favor; motion passed.
  
  - B. Contract for Executive Director  
A motion to move to closed executive session to discuss the appointment/dismissal of specific employees 5 ILCS 120/2. (c)(1) was made at 6:45pm. All in favor; motion passed.  
  
A Motion to return to open session was made at 7:29pm. All in favor; motion passed.
  
  - C. Resolution 2022-01  
A motion to approve the Resolution amended to include the 18-month relocation clause was made by Mr. Freeman and seconded by Ms. Smith. All in favor; motion passed.
  
- XI. Good of the Order
  - A. President's Report  
Upcoming Meetings: Committee of the Whole on September 7, 2022  
Regular Board Meeting on September 21, 2022

Approved 9-21-22

B. Communication from our Counsel  
Mr. Ottosen provided his communications to the Board during closed session.

C. Trustee Comments  
Trustees made their closing comments.

XII. Adjournment  
The meeting was adjourned at 7:38pm

For questions 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 847-775-2557.