

Approved 2/15/23.



Waukegan Public Library – Board of Trustees

Regular Meeting

Wednesday, January 18, 2023

Meeting Room A - 6:30 PM

Minutes

I. Call to Order

The meeting was called to order at 6:32PM

II. Roll Call

Trustees Present: Robert Freeman; Jean Smith; Nathan Thebarge; Rebecca Solano; Jon Martin; Steve Bugg; Gerardo Gordillo; and Cathy Rogers.

Trustees Absent: Debra Sippio-French (with notice).

Also, present Tiffany Verzani; Anna Guthman; and Susan Royer.

III. Public Comment

None

IV. Consent Agenda

- A. Approval of Minutes of Regular Meeting November 16, 2022
- B. Approval of Check Detail for November 2022
- C. Approval of Check Detail for December 2022
- D. Approval of Employee Year End Bonus for 2022
- E. Approval of Board Policies
 1. Use of the Library Policy
 2. WPL Cellular phone Agreement
- F. Reports of Standing Committees: Committee of the Whole December 7, 2022
 1. Finance and Facilities
 2. Policy
 - a. Library Card Policy
 3. Development
 4. General and Summary

A Motion to approve the Consent Agenda, as presented, was made by Mr. Freeman, and seconded by Ms. Solano. All in favor, motion passed.

V. Item(s) removed from Consent Agenda, if any
None

VI. Executive Director's Report
Ms. Verzani provided an overview of her director's report which was included in the Board packet.

VII. Operations Report
Ms. Guthman provided her Operations report to the Board.

VIII. Old Business

A. Approval of RFP for Strategic Plan Consultant

A motion to approve the RFP for Strategic Planning Consultant was made by Br. Bugg and seconded by Mr. Thebarga. All in favor, motion passed.

IX. New Business

A. Budget Draft Review

The budget review will be discussed in the February Committee of the Whole meeting.

B. Actual to Budget Report for December 2022

Ms. Guthman provided the Board with an overview of the Actual to Budget Report.

C. Motion to retire to Executive Session for the purposes of:

1. Discussion of Personnel Matters in accordance with 5 ILCS 120/2(c)1
2. Semi Annual Review of Executive Session Minutes in accordance with 5 ILCS 120/2 (c) 21.

A motion to retire to Executive Session for the purpose of discussion of Personnel Matters in accordance with 5 ILCS 120/2(c)1 and for the Semi Annual Review of Executive Session Minutes in accordance with 5 ILCS 120/2 (c) 21. was made by Mr. Freeman and seconded by Ms. Solano. All in favor, motion passed.

D. Executive Session Adjournment

The Board returned to regular session at 7:32PM.

E. Determination of Executive Session Minutes

A motion to approve the Executive Minutes reviewed in the Executive Session was made by Mr. Thebarga and seconded by Ms. Smith. All in favor, motion passed.

Mr. Thebarga recommended the approved Executive Session Minutes remain closed. A motion to keep the minutes closed was made by Ms. Smith and seconded by Ms. Rogers. All in favor, motion passed.

X. Good of the Order

A. President's Report

Reminder of upcoming Meetings: Committee of the Whole on February 1st, 2023
And the Regular Board Meeting on February 15th, 2023

B. Communication from our Counsel
None

C. Trustee Comments
Trustees made their final comments.

XI. Adjournment

The meeting was adjourned at 7:45PM