

Waukegan Public Library – Board of Trustees

Regular Meeting

Wednesday, February 15, 2023

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; Nathan Thebarg; Jon Martin; Steve Bugg; Gerardo Gordillo; and Cathy Rogers.

Trustees Absent: Jean Smith (with notice); Debra Sippio-French; (with notice);and Rebecca Solano; (with notice).

Also, present Tiffany Verzani; Anna Guthman; Christine Pryor; Susan Royer; and Karl Ottosen.

III. Public Comment

None

IV. Staff Participation

Isaac Salgado: Library Statistics Review

Mr. Salgado provided an overview of the statistical gathering/tracking process and how the data will be provided to the Board in a newly created Facilities Usage Report that will be shared monthly.

V. Consent Agenda

A. Approval of Minutes of Regular Meeting January 18, 2023

B. Approval of Check Detail for January 2023

C. Approval of Board Policies

1. Library Card Policy

D. Reports of Standing Committees: Committee of the Whole January 4, 2023

2. Finance and Facilities

3. Policy

4. Development

5. General and Summary

A motion to approve the Consent Agenda as amended was made by Mr. Freeman and seconded by Mr. Martin. All in favor; motion passed.

VI. Item(s) removed from Consent Agenda, if any

A motion to remove the Library Card Policy from the Consent Agenda was made by Mr. Freeman and seconded by Ms. Rogers. All in favor; motion passed.

Further discussion on the Library Card Policy took place and the recommended amendments to the policy provided by Ms. Verzani.

A motion was made by Mr. Freeman and seconded by Mr. Thebargue to approve the Library Card Policy as amended. All in favor; motion passed.

VII. Special Committees

A. Strategic Planning Committee

Ms. Rogers; Mr. Martin; and Mr. Gordillo were assigned to the Strategic Planning Committee.

B. Board Retreat

The Board will meet on April 30 rather than May 3 for the May Committee of the Whole Meeting and Retreat. The meeting will take place in the Board Room from 1:00-5:00PM and will include Trustee Training.

VIII. Executive Director's Report

A. Directors Goals

Ms. Verzani provided an overview of her director's report which was included in the Board packet. Goals are as discussed at the February Committee of the Whole meeting.

IX. Old Business

None

X. New Business

A. Actual to Budget Report for January 2023

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

B. Approval of FY2024 Budget

A motion to approve the FY2024 Budget was made by Mr. Thebarga and seconded by Ms. Rogers. All in favor; motion passed.

- C. Approval of Ray Bradbury Collection Agreement
Revisions from Counsel were included in the document for consideration prior to the Board meeting and Mr. Ottosen provided his opinion on the agreement.

A motion to approve Resolution #2023-01 transferring the Ray Bradbury Collection to the Waukegan Historical Society was made by Mr. Gordillo and seconded by Mr. Thebarga. All in favor; motion passed.

XI. Good of the Order

- A. President's Report

Mr. Freeman provided reminders of upcoming meetings Dates; Committee of the Whole on March 1st, 2023 and the Regular Board Meeting on March 15th, 2023.

- B. Communication from our Counsel

Mr. Ottosen updated the Board on the proposed Paid Leave for All Workers Act that is pending the Governors signature.

- C. Trustee Comments

Trustees made their final comments.

XII. Adjournment

The meeting was adjourned at 7:19PM.