

Waukegan Public Library – Board of Trustees

Regular Meeting

Wednesday, July 19, 2023

Board Room - 6:30 PM

Minutes

I. Call to Order

The meeting was called to order at 6:32PM.

II. Roll Call

Trustees Present: Robert Freeman; Nathan Thebarga; Jon Martin; Rebecca Solano; Gerardo Gordilla; and Cathy Rogers.

Trustees Absent: Christa Sanchez (with notice); Steve Bugg; (with notice).

Also, present Tiffany Verzani; Amy Grossman; Anna Guthman; and Karl Ottosen.

III. Election of Officers

Robb Freeman made a motion to approve the slate of officers as presented. Jon Martin, President; Robb Freeman, Vice President; Nathan Thebarga, Secretary; Steve Bugg, Treasurer. The motion was seconded by Cathy Rogers. Upon roll call, all in favor. Motion passed.

IV. Appointment of Committees

President Martin recommended continuation of the current committee of the whole structure and reappointment of current chairs and special committees. Rebecca Solano made a motion to approve as presented. Nathan Thebarga seconded. Upon roll call, all in favor. Motion passed.

V. Public Comment

Sandy Sherwood shared an update from the Friends of the Library, including ideas for evening events and additional PR and identification of Friends with t-shirts or nametags.

VI. Staff Participation

Claire Thomas, new Adult Services Librarian, was not able to attend due to a change in schedule. Facilities Manager, Edward Puschmann attended to answer questions on the recent flood and water damage to the building.

VII. Consent Agenda

A. Approval of Minutes of Regular Meeting June 21, 2023

B. Approval of Check Detail for June 2023

- C. Approval of Board Policies
 - 1. Collection Development Policy
- D. Reports of Standing Committees: Committee of the Whole July 5, 2023
 - 2. Finance and Facilities
 - 3. Policy
 - 4. Development
 - 5. General and Summary

A motion to approve the Consent Agenda was made by Rebecca Solano and seconded by Gerardo Gordillo. Upon roll call, all in favor; motion passed.

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

IX. Executive Director's Report

A. Directors Goals

Ms. Verzani provided an overview of next steps in the strategic planning process and introduced Rebecca Malinowski, Executive Director of CCS.

X. Old Business

A. CCS Membership – Executive Director, Rebecca Malinowski provided an overview of benefits, costs, and timeline for Waukegan Public Library to join the 29+ library consortium. The Board will review the membership documents and required resolution and discuss approval in August.

XI. New Business

A. Library Attorney Karl Ottosen provided an overview of the Personnel Policy Draft. It will be further reviewed and discussed at the August Committee of the Whole with approval expected at the August Regular Board Meeting.

B. Actual to Budget Report for June 2023

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

C. Semi-Annual Review of Executive Session Minutes

A motion that the Executive Session minutes remain closed was made by Rebecca Solano and seconded by Ms. Rogers. Upon roll call, all in favor. Motion passed.

D. Approval of Resolution of Appreciation

A motion to approve Resolution #2023-06 honoring the service of outgoing President Robb Freeman was made by Nathan Theborge and seconded by Rebecca Solano. Upon roll call, all in favor. Motion passed.

XII. 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 Governor's signature.

C. Trustee Comments

Trustees made their final comments.

XIII. Adjournment

The meeting was adjourned at 7:19PM.

Respectfully submitted,
Nathan Theborge, Secretary
August 16, 2023