

**Waukegan Public Library – Board of Trustees**

Regular Meeting

Wednesday, September 20, 2023

Bradbury Room – 6:30pm

Minutes

I. Call to Order

The meeting was called to order at 6:33PM by Board President, Jon Martin.

II. Roll Call

Trustees Present: Jon Martin; Robert Freeman; Nathan Thebarger; Rebecca Solano; Gerardo Gordillo; Cathy Rogers; and Christa Sanchez.

Trustees Absent: Steve Bugg (with notice).

Also, present Tiffany Verzani; Amy Grossman; Angela Clarke; and Karl Ottosen.

III. Public Comment

None

IV. Consent Agenda

A. Approval of Minutes of Regular Meeting August 16, 2023

B. Approval of Check Detail for August 2023

C. Approval of 2024 Holiday Closures

D. Approval of Board Policies

1. None

E. Reports of Standing Committees: Committee of the Whole August 2, 2023

1. Finance and Facilities

2. Policy

3. Development

4. General and Summary

A motion to approve the Consent Agenda as amended, 2024 Holiday Closures changed to reflect New Year's Eve closing at 5:00pm, was made by Mr. Freeman and seconded by Mr. Gordillo; Roll call, all approved; motion passed.

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

None

- VI. Resolution to Appoint Designee as Health Insurance Representative
  - A. A motion to approve the resolution as presented was made by Ms. Solano and seconded by Mr. Thebarger. Roll call, all approved; motion passed.
- VII. Executive Director's Report & Statistics
  - A. Directors Goals

Ms. Verzani provided an overview of her director's report left over books from the rained out parade will be bundled into bags and given to local school classrooms; reviewed received comment cards and asked how the Board would like to receive them going forward; library visits are going well, getting many ideas; Banned Book month materials were shared for October.
- VIII. Old Business
  - A. Amanda Standerfer, FastForward Libraries, Presentation of Mission/Vision/Strategic Directions

An overview was given of the process so far and what has been done; review of three strategic directions; options for Vision shared and discussed; options for Mission shared and 15 minute discussion.
- IX. New Business
  - A. Actual to the Budget Report for August 2023

Report for August 2023 reviewing donations, reimbursements from flood, concerts was presented to the Board by Ms. Verzani.
  - B. Executive Director Annual Review

Four trustees submitted their forms; Mr. Freeman motioned to table to the Committee of the Whole meeting and Mr. Thebarger seconded; all in favor, none opposed.
- X. Good of the Order
  - A. President's Report

Mr. Martin will be out of town a lot in October, need 5 people in person to hold a meeting; Bylaws need updating for new OMA.
  - B. Communication from our Counsel

Praised the Board and Administrative team as a good group; admin dealing with a lot of problems left from the last 4-5 years that will take time to work through and will take time for staff to get on board with transitions, a tough role but working on improvements.

C. Trustee Comments

Trustees commented on displays and congratulated the Pokémon champ; saddened by recent bomb threats; getting message out to kids at schools about the resources at the library.

XI. Adjournment

A motion was called to adjourn the meeting by Mr. Thebarger and was seconded by Mr. Gordillo. The meeting was adjourned at 7:56PM.

Respectfully Submitted

\_\_\_\_\_ Date \_\_\_\_\_

Nathan Thebarger, October 18, 2023

Secretary