

**Waukegan Public Library – Board of Trustees**

Regular Meeting

Wednesday, October 18, 2023

Bradbury Room – 6:30pm

Minutes

I. Call to Order

The meeting was called to order at 6:32pm by Nathan Thebarger.

II. Roll Call

Trustees Present: Jon Martin (remote); Robert Freeman (remote); Nathan Thebarger; Rebecca Solano; Gerardo Gordillo; Cathy Rogers; and Steve Bugg.

Trustees Absent: Christa Sanchez (with notice).

Also, present Tiffany Verzani; Amy Grossman; Angela Clarke; Matt Simo for Karl Ottosen; Sandy Sherwood and Zee Lewis.

III. Admit Remote Board Attendees

**Motion:** Made by Mr. Thebarger to seat Mr. Martin and Mr. Freeman remotely; all approve.

IV. Public Comment

None

V. Staff Participation

Zee Lewis, Safety Monitor – new staff member, introduced to the Board

VI. Consent Agenda

A. Approval of Minutes of Regular Meeting September 20, 2023

B. Approval of Check Detail for September 2023

C. Approval of Board Policies

1. Bylaws
2. Identity Protection Policy
3. Mission, Vision, Strategic Direction

D. Approval of Contracts and Resolutions

1. LIMRiCC Resolution
2. Elizabeth Hammer Trust Resolution
3. Mural Artists Contract
4. Product Architecture + Design Services Proposal

E. Reports of Standing Committees: Committee of the Whole September 6, 2023

1. Finance and Facilities
2. Policy
3. Development
4. General and Summary

**Motion:** The Consent Agenda be approved as presented made by Ms. Solano and seconded by Mr. Bugg.

**Roll Call Vote:** Ayes 7, Nays 0, Absent 1

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

VIII. Executive Director's Report & Statistics

A. Directors Goals

Ms. Verzani provided an overview of her director's report: library visit presentations will be shared with staff this Friday; Finance Manager phone screen interviews completed and in-person interviews are beginning tomorrow; provided update on building repairs; Friends sale update; Teen programs update; and Christmas market.

IX. Old Business  
None

X. New Business

A. Actual to the Budget Report for September 2023

Mr. Bugg had some comments and suggestions, Ms. Verzani will follow up.

XI. Good of the Order

A. President's Report

Mr. Martin thanked everyone for going through the Executive Director review process at the last Committee of the Whole.

B. Communication from our Counsel

Mr. Simo shared there may be an update to paid leave for all workers act that there are rumors of an amendment that local government units will become exempt.

C. Trustee Comments

Attendance at local Adaptive Rec center sensory room and at Zion Benton's new adult space; shared benefits of library visits as a learning experience; and appreciation/sharing of library programs.

Sandy-Friends of Library Update: Canvas bags with new logo will be ready for sale at the next booksale for \$15 and will include a \$5 coupon.

XII. Adjournment

**Motion:** The meeting be adjourned was made by Ms. Solano and seconded by Ms. Rogers; all in favor; meeting adjourned at 7:04pm.

Respectfully Submitted

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

Nathan Thebarger, November 15, 2023

Secretary