

**Waukegan Public Library – Board of Trustees**

Regular Meeting

Wednesday, November 15, 2023

Meeting Room A – 6:30pm

Minutes

I. Call to Order

The meeting was called to order at 6:31pm by Jon Martin.

II. Roll Call

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

Also, present Tiffany Verzani; Amy Grossman; Angela Clarke; Michelle Rieber; Karl Ottosen; Sandy Sherwood; Esmeralda Maldonado; Karla Aguilera; Billy Sanchez; Gold Jemerson; Rosario Colin; Gabby and Stephanie Escovar.

III. Admit Remote Board Attendees

None

IV. Public Comment

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.

V. Staff Participation

Esmeralda and Karla presented an overview of their work as Adult Education Coordinators and was joined by Billy, one of their ESL participants. An overview of the mural was given by the artists, Gaby and Stephanie Escovar, and the staff committee members who worked on the selection process.

VI. Consent Agenda

- A. Approval of Minutes of Regular Meeting October 18, 2023
- B. Approval of Check Detail for October 2023
- C. Approval of Impact Copier/Printer Contract
- D. Approval of 2024 Board Meeting Dates
- 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 Ms. Rogers.

**Roll Call Vote:** Ayes 8, Nays 0, Absent 0

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

VIII. Approval of Security Camera Policy  
Questions continued regarding staff section within policy, Mr. Ottosen spoke to the question that it could be written either way, continued discussion settled on tabling the policy.

**Motion:** A motion to table the Security Camera Policy to the next Committee of the Whole meeting was made by Mr. Bugg and seconded by Mr. Freeman.

Roll Call Vote: Ayes 8, Nays 0, Absent 0

IX. Executive Director's Report  
Ms. Verzani introduced our new Finance Manager, Michelle Rieber; CCS voted WPL in; Ribbon Cutting Ceremony for new Sensory Room was a success; and a thank you was extended to Gold for their help within the library computer lab.

X. Old Business

A. Executive Session

**Motion:** To retire to Executive Session for the purpose of Library Director review and staff compensation per ILCS 120/2(c)(1) was made by Mr. Freeman and seconded by Mr. Gordillo.

Roll Call Vote: Ayes 8, Nays 0, Absent 0

**Motion:** The Executive Session be convened at 7:30pm was made by Mr. Gordillo and seconded by Mr. Thebarger.

Roll Call Vote: Ayes 8, Nays 0, Absent 0

**Motion:** The Executive Session be adjourned at 8:40pm was made by Mr. Thebarga and seconded by Ms. Solano.

Roll Call Vote: Ayes 8, Nays 0, Absent 0

XI. New Business

- A. Actual to the Budget Report for October 2023  
Formatting will be worked on; tax money has mostly been received; donations and grants are coming in.

XII. Good of the Order

- A. President's Report  
Upcoming Meetings: Committee of the Whole on December 6, 2023 and Regular Board Meeting on December 20, 2023
- B. Communication from our Counsel
- C. Trustee Comments

XIII. Adjournment

**Motion:** The meeting be adjourned was made by Mr. Thebarga and seconded by Mr. Martin; all in favor; meeting adjourned at 8:41pm.

Respectfully Submitted

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

Nathan Thebarga, December 20, 2023

Secretary