

Waukegan Public Library – Board of Trustees

Regular Meeting

Wednesday, December 20, 2023

Meeting Room A – 6:30pm

Minutes

I. Call to Order

The meeting was called to order at 6:30pm by Jon Martin.

II. Roll Call

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

Trustees Absent: Rebecca Solano (with notice)

Also, present Tiffany Verzani; Amy Grossman; Angela Clarke; Michelle Rieber; Karl Ottosen; and Sam Beringer (staff observer).

III. Admit Remote Board Attendees

None

IV. Public Comment

None

V. Staff Participation

None

VI. Consent Agenda

A. Approval of Minutes of Regular Meeting November 15, 2023

B. Approval of Check Detail for November 2023

C. Approval of Staff Holiday Recognition

D. Approval of Security Camera Policy

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

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

Motion: The Consent Agenda be approved as presented, made by Mr. Freeman, and seconded by Mr. Thebarger.

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

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

VIII. Executive Director's Report

Ms. Verzani shared she had been working on reformatting her report and shared a few of the format changes; the Strategic Planning Committee has now organized plan by years and will have a draft for the Committee meeting; continued progress on grant request; storage space has been cleaned out; and Amy shared the new Baby Bags with the Board.

Motion: To seat late arrival, Rebecca Solano, was made by Mr. Thebarger and seconded by Mr. Gordillo. Seated at 6:34pm.

Roll Call Vote: Ayes 7, Nays 0, Abstained 1

IX. Old Business

A. Executive Session

Motion: To retire to Executive Session for the purpose of Library Director review per ILCS 120/2(c)(1) was made at 7:05pm by Mr. Freeman and seconded by Ms. Rogers.

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

Motion: The Executive Session be convened at 7:12pm was made by Mr. Freeman and seconded by Ms. Rogers.

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

Motion: The Executive Session be adjourned at 8:32pm was made by Mr. Bugg and seconded by Ms. Solano.

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

X. New Business

A. Policy Review Timeline

Informational, timeline will be added

B. Appointment of Finance Committee

Mr. Martin appointed Mr. Bugg, Ms. Solano, and Ms. Rogers to explore new banking arrangements; will review packets in January, interview banks in February, and vote in March.

C. Actual to the Budget Report for November 2023

Michelle reviewed information for the Board; working on category corrections for better accuracy in next year's budget.

XI. Good of the Order

A. President's Report

Upcoming Meetings: Committee of the Whole on January 10, 2024, and Regular Board Meeting on January 24, 2024, moved due to New Year holiday.

B. Communication from our Counsel

Will miss the next Board Meeting due to vacation. Thanked all for a fine year.

C. Trustee Comments

Mr. Gordillo thankful for being the special reader at Winter Wonderland; Mr. Freeman had a great time at Kris Kringle; and Mr. Thebarga wished all a Happy Holidays.

XII. Adjournment

Motion: The meeting be adjourned was made by Mr. Bugg and seconded by Mr. Thebarga; All in favor; meeting adjourned at 8:33pm.

Respectfully Submitted

_____ Date _____

Nathan Thebarga, January 24, 2023

Secretary