

**Waukegan Public Library – Board of Trustees**

Regular Meeting

Wednesday, January 24, 2024

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; Rebecca Solano; Gerardo Gordillo; Cathy Rogers; Steve Bugg; and Christa Sanchez.

Trustees Absent: Nathan Thebarger (with notice)

Also, present Tiffany Verzani; Amy Grossman; Angela Clarke; and Michelle Rieber.

III. Admit Remote Board Attendees

None

IV. Public Comment

None

V. Staff & Partner Presentations

Library Foundation's, Loretta and Jenn presented some early details about the 125<sup>th</sup> Anniversary fundraiser event for the library. Tickets will be \$25 for the Library After Hours event on Saturday, April 20<sup>th</sup>, looking for sponsors, goal is to also rebuild the Foundation while celebrating the 125<sup>th</sup>.

VI. Consent Agenda

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

B. Approval of Minutes of Finance Committee Meeting January 10, 2024

C. Approval of Check Detail for December 2023

D. Approval of Board Policies:

1. Ethics & Statements

E. Reports of Standing Committees: Committee of the Whole January 10, 2024

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. Motion passed.

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 the eNews release went to new cardholders from the month, reworking the mailing list and learning; Friends of Library ribbon cutting for the sale bookshelf unveiling is tomorrow; the Strategic Plan committee met and worked on a more detailed plan that can be brought to the Committee of the Whole meeting and that will be able to be worked into a brochure.

IX. Old Business

A. Finance Committee Update

The committee met prior to the last Committee of the Whole meeting and discussed the banking situation, interviewing institutions and will bring more details when they have completed the interviews.

B. FY24-25 Budget Draft

Added in per discussion at the Committee of the Whole meeting an appropriation of an \$80K ask.

C. Semi Annual Review of Executive Session Minutes in accordance with 5 ILCS 120/2 (c) 21

**Motion:** To keep closed meeting session minutes closed was made by Ms. Solano and seconded by Ms. Sanchez. Motion passed.

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

X. New Business

A. Actual to the Budget Report for December 2023

Michelle reviewed information for Board; budget is looking good through end of fiscal year.

B. Board Goals – Appointment of Strategic Plan/Board Development Ad Hoc Committee

Mr. Martin is requesting three people look over and present at meeting on 3/6/24. Mr. Gordillo, Mr. Freeman, and Ms. Sanchez will do this.

XI. Good of the Order

A. President's Report

Mr. Martin thanked the Board members for another year and thanked the library staff for all they do.

B. Communication from our Counsel  
None

C. Trustee Comments

Mr. Gordillo shared about free binge pass on Hoople having musical instruments lessons; many thanks were expressed; and Illinois just passed funding for families to sign up for Dolly Parton's book program where they may receive one book per month.

XII. Adjournment

**Motion:** The meeting be adjourned was made by Mr. Freeman and seconded by Ms. Solano; All in favor; meeting adjourned at 7:13pm.

Respectfully Submitted

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

Nathan Thebarga, February 21, 2024

Secretary