

**Waukegan Public Library – Board of Trustees**

Regular Meeting

Wednesday, February 21, 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; 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; and Renetrice Pierre.

III. Admit Remote Board Attendees

None

IV. Public Comment

None

V. Board Member Introductions

Renetrice Pierre was introduced as the new Board Trustee, the City Council did not have a quorum the night before to make her Trustee status official, that will happen at the March meeting.

VI. Staff & Partner Presentations

The Audubon/Saving Our Shores Birding Kits were presented by Diane Rosenberg, she also mentioned upcoming library programs, park district summer camps, and the Merlin app that can be used to identify birds by their sound.

VII. Consent Agenda

- A. Approval of Minutes of Regular Meeting January 24, 2024
- B. Approval of Minutes of Finance Committee Meeting February 7, 2024
- C. Approval of Check Detail for January 2024

- D. Approval of Board Policies:
  - 1. Public Postings, Artwork, & Exhibits policy
  - 2. Media Relations policy
  - 3. Photography, Film, Video policy
- 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. Rogers, and seconded by Mr. Freeman. Motion passed.

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

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

- IX. Executive Director's Report  
Ms. Verzani shared the grant was submitted for the maximum amount of \$125K; she and Ms. Rieber gave a budget presentation to the City, the City was happy to have a packet for the budget; and Ms. Grossman is working through an onboarding spreadsheet from CCS.

- X. Old Business
  - A. Foundation Fundraiser 125<sup>th</sup> Anniversary Update  
Tickets will be available for purchase beginning March 1<sup>st</sup>, the raffle license is completed and liquor license is still pending; board shared there are currently three trustees who are bartenders and they agreed to staff the bar.
  - B. Approval of Waukegan Community Bank, a Wintrust Community Bank as primary banking partner.
  - C. Consumers Credit Union as secondary banking partner
  - D. Approval of PMA Financial Network, LLC as investment partner

**Motion:** To approve Waukegan Community Bank as primary banking partner, Consumer Credit

Union as secondary banking partner, and PMA Financial Network, LLC as investment partner was made by Ms. Rogers and seconded by Mr. Freeman. Motion passed.

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

XI. New Business

- A. Actual to the Budget Report for January 2024  
Michelle reviewed information for Board; budget is looking good through end of fiscal year.

XII. Good of the Order

- A. President's Report  
Mr. Martin shared that he emailed trustees that were up for term renewal, it is unusual to have this many terms expire at the same time; next meetings are March 6<sup>th</sup> and 20<sup>th</sup>.
- B. Communication from our Counsel  
None
- C. Trustee Comments  
Ms. Rogers asked if it was possible to have a Jr. Trustee without voting rights on the Board and Mr. Martin stated that when that happens it is typically done through a teen advisory board; Ms. Sanchez mentioned that the Loteria was fun and the heart shaped balloon arch for Valentine's Day was nice.

XIII. Adjournment

**Motion:** The meeting be adjourned was made by Mr. Bugg and seconded by Mr. Thebarger; All in favor; meeting adjourned at 7:14pm.

Respectfully Submitted

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

Nathan Thebarger, March 20, 2024

Secretary