

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, November 14, 2022

The meeting was held online via Zoom at 7:01 p.m. with the following Library Trustees present: Trustee Coburn, Trustee Morris, Trustee Pankey, Trustee Pate, Trustee Shaw, Trustee Suelzer, Trustee Sorensen. Trustees absent: None. Staff present: Elizabeth Greenup (Library Director); Molly Jostock (Operations Manager); Julie Cerqua (Administrative Services Manager); Terry Weingart (Business & Finance Manager). Visitor(s) present: None.

AUDIENCE TO VISITORS

None.

ACTION: RATIFY THE DECISION ON OCTOBER 20, 2022 TO REPAIR THE PLUMBING ON AN EMERGENCY BASIS

Trustee Morris motioned to ratify the decision on October 20, 2022 to repair the plumbing on an emergency basis; seconded by Trustee Coburn.

Roll call vote

YES: Coburn, Morris, Pankey, Pate, Shaw, Suelzer, Sorensen
NO: none
ABSTAIN: none
ABSENT: none

Motion carried.

ACTION: BATCH APPROVE MINUTES

Trustee Suelzer motioned to batch approve the minutes of the October 10, 2022 regular meeting and October 17, 2022 special meeting; seconded by Trustee Pankey.

Roll call vote

YES: Coburn, Morris, Pankey, Pate, Shaw, Suelzer, Sorensen
NO: none
ABSTAIN: none
ABSENT: none

Motion carried.

ACTION: FINANCIAL REPORTS AND PAYMENTS

Trustee Suelzer commented on the program expenses versus program attendance.

Trustee Pankey motioned to approve the financial reports and payment of bills; Trustee Suelzer seconded.

Roll call vote

YES: Coburn, Morris, Pankey, Pate, Shaw, Suelzer, Sorensen

NO: none

ABSTAIN: none

ABSENT: none

Motion carried.

LIBRARY USAGE STATISTICAL REPORT

School visits are contributing to good usage for the month. Trustee Pankey inquired about the Car Diagnostic Tool. Manager Jostock reported on the library's Tech2Go collection, to which the Car Diagnostic tool belongs.

LIBRARY DIRECTOR REPORT

A brief overview of the report was given.

COMMITTEE REPORTS

None.

NEW BUSINESS

Director Greenup presented chapters 1-6 of *Serving Our Public 4.0 Standards for Illinois Public Libraries* in order to satisfy the Per Capita Grant requirements. Discussion took place about updating the library's mission statement, need for future community survey to help formulate a strategic plan, trustee training and future hiring needs.

OLD BUSINESS

Updates for the Emergency Plumbing Repairs and Sorter update took place during the Library Director Report.

COMMUNICATIONS

Discussion about coffee vending services took place.

Trustee Morris motioned to adjourn; seconded by Trustee Pankey.

Roll call vote

YES: Coburn, Morris, Pankey, Pate, Shaw, Suelzer, Sorensen

NO: none

ABSTAIN: none

ABSENT: none

Motion carried.

Meeting adjourned at 7:56 p.m.

Approved December 12, 2022

President

Secretary