

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, February 13, 2023

The meeting was held online via Zoom at 7:01 p.m. with the following Library Trustees present: Trustee Morris, Trustee Pankey, Trustee Pate, Trustee Suelzer*, Trustee Sorensen. Trustees absent: Trustee Coburn, Trustee Shaw. Staff present: Elizabeth Greenup (Library Director); Molly Jostock (Operations Manager); Julie Cerqua (Administrative Services Manager); Terry Weingart (Business & Finance Manager). Visitor(s) present: Mark Ritzman (7:01 p.m. – 7:49 p.m., John Shales (7:27 p.m. – 7:47 p.m.).

*Trustee Suelzer entered the meeting at 7:13 p.m.

AUDIENCE TO VISITORS

None.

ACTION: APPROVE MINUTES OF THE JANUARY 9, 2023 REGULAR MEETING

Trustee Morris motioned to approve the minutes of the January 9, 2023 regular meeting; seconded by Trustee Pankey.

Roll call vote

YES: Morris, Pankey, Pate, Sorensen

NO: none

ABSTAIN: none

ABSENT: Coburn, Shaw, Suelzer

Motion carried.

ACTION: FINANCIAL REPORTS AND PAYMENTS

Trustee Pankey inquired about the Homeless Training.

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

Roll call vote

YES: Morris, Pankey, Pate, Sorensen

NO: none

ABSTAIN: none

ABSENT: Coburn, Shaw, Suelzer

Motion carried.

LIBRARY USAGE STATISTICAL REPORT

A brief overview was given.

LIBRARY DIRECTOR REPORT

A brief overview of the report was given.

COMMITTEE REPORTS

The Personnel & Salary Committee will meet at Monday, February 20 at 7 p.m. via Zoom.

NEW BUSINESS

The library attorney, Mark Ritzman of The Law Offices of Peregrine, Stime, Newman, Ritzman, Bruckner, Ltd., was introduced. A brief overview of his role with the library was provided.

ACTION: APPROVE POLICY CHANGES

Trustee Morris motioned to approve the Materials Selection Policy, Meeting Room Policy, Security Camera Policy, Technology Use Policy, and removal of the Holiday Decoration Policy; Trustee Suelzer seconded.

Roll call vote

YES: Morris, Pankey, Pate, Suelzer, Sorensen

NO: none

ABSTAIN: none

ABSENT: Coburn, Shaw

Motion carried.

ACTION: AWARD BID FOR SIDING REPLACEMENT PROJECT

John Shales from Shales McNutt Construction gave a brief overview of the bid recommendation.

Trustee Pankey motioned to approve to enter into a contract with Shales McNutt to award the bid to All American Exterior Solutions for the Siding Replacement Project for a base bid of \$57,500; Trustee Pate seconded.

Roll call vote

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

Motion carried.

OLD BUSINESS

Director Greenup provided an update on getting the roof inspected.

COMMUNICATIONS

Suggestion box comments were discussed.

Trustee Morris motioned to adjourn; seconded by Trustee Pankey.

Roll call vote

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

Motion carried.

Meeting adjourned at 7:51 p.m.

Approved March 13, 2023

President

Secretary