

**WAUCONDA AREA PUBLIC LIBRARY DISTRICT**

**BOARD OF LIBRARY TRUSTEES**

**MINUTES OF THE REGULAR MEETING**

**Monday, April 10, 2023**

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: APPROVE MINUTES**

**Trustee Morris motioned to approve the minutes of the March 13, 2023 regular meeting and March 20, 2023 Special Meeting; seconded by Trustee Shaw.**

**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 Pankey inquired about the bond interest payments and plumbing repairs. Trustee Coburn mentioned the library's surplus funds.

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

**Roll call vote**

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

**Motion carried.**

**LIBRARY USAGE STATISTICAL REPORT**

A brief overview was given. Trustee Suelzer commented about e-content.

**LIBRARY DIRECTOR REPORT**

A brief overview of the report was given.

**COMMITTEE REPORTS**

None.

**NEW BUSINESS**

**ACTION: FORMATION OF THE DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY ACT, 50 ILCS 70/1 ET SEQ.**

**Trustee Morris motioned to approve the formation of the Decennial Committee on Local Government Efficiency Act, 50 ILCS 70/1 et seq.; Trustee Pankey seconded.**

First meeting date was set for Monday, May 8, 2023 following the regular board meeting.

**Roll call vote**

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

**NO: none**

**ABSTAIN: none**

**ABSENT: none**

**Motion carried.**

**ACTION: APPROVE CIRCULATION POLICY**

**Trustee Morris motioned to approve the Circulation Policy; Trustee Pate seconded.**

Trustee Pankey asked about how policies are reviewed. Director Greenup explained the managers review the policies for changes, have the attorney review the policies and then board approval. Per the Per Capita Grant requirements, library policies should be reviewed every 3 years.

**Roll call vote**

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

**Motion carried.**

**ACTION: APPROVE RETIREMENT AGREEMENT FOR COORDINATOR**

Trustee Suelzer made a motion to approve Retirement Agreement between Terri Suda and the Library; seconded by Trustee Pankey.

**Roll call vote**

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

**Motion carried.**

**OLD BUSINESS**

None.

**COMMUNICATIONS**

Director Greenup congratulated the elected officials – Trustee Pate, Trustee Shaw and Trustee Suelzer.

**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 7:37 p.m.

Approved May 8, 2023

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President

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Secretary