

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, January 13, 2020

The meeting was held at the library at 7:00 p.m. with the following Library Trustees present: Mrs. Coolidge, Mrs. Flanagan*, Mrs. Houston, Mrs. Morris, Mrs. Sorensen, and Mr. Pankey. Trustees absent: Mr. Laureys. Staff present: Elizabeth Greenup (Interim Library Director); Julie Cerqua (Administrative Services Manager); Terry Weingart (Business & Finance Coordinator). Visitor(s) present: Patti Olson, Michelle Frederich.

Mr. Pankey presided. The meeting took place in the Lincoln Room.

*Mrs. Flanagan entered the meeting at 7:04 p.m.

Audience to Visitors

Patti Olson and Michelle Frederich made a presentation on behalf of the Wauconda Area Library Foundation.

ACTION: MINUTES OF THE REGULAR MEETING OF DECEMBER 9, 2019

Mrs. Morris made a motion seconded by Mrs. Sorensen to approve the minutes of the December 9, 2019 meeting. Voice vote. All in favor. Motion carried.

ACTION: MINUTES OF THE SUCCESSION COMMITTEE OF DECEMBER 3, 2019

Mrs. Flanagan made a motion seconded by Mrs. Morris to table the approval of the minutes of the December 3, 2019 Succession Committee meeting. Voice vote. All in favor. Motion carried.

ACTION: FINANCIAL REPORTS AND BILLS

The current financial and budget reports were discussed. Topics included: training budget.

Mrs. Houston made a motion seconded by Mrs. Flanagan to accept the bills, to pay the bills as presented and to transfer sufficient funds from the money market deposit account into the checking account.

Roll call vote

YES: Coolidge, Flanagan, Houston, Morris, Sorensen, Pankey

NO: none
ABSTAIN: none
ABSENT: Laureys

Motion carried.

LIBRARY USAGE REPORT

Library usage statistics were discussed. Topics included: overall usage was pretty good for December.

INTERIM LIBRARY DIRECTOR AND DEPARTMENTAL REPORTS

Mrs. Greenup discussed fireplace repairs and the future of continuing with a gas unit.

Mrs. Greenup discussed the memorial for Peg Whitman with the addition of a third outdoor musical instrument in the spring.

Mrs. Greenup discussed the library's website and maintenance going forward. A decision will need to be made with regards to hiring a Drupal expert to maintain the existing library website or the library's website will need to be redeveloped on a different platform that is manageable with existing staff. Mrs. Greenup also addressed the hosting of the United Partnership for a Better Community website, the community website and Foundation website.

Mrs. Greenup discussed the recommended changes to the Meeting Room Policy and Personnel Policy.

SUGGESTION BOX

The Suggestion Box for December was discussed briefly.

COMMITTEE REPORTS

None.

NEW BUSINESS

Action Item: Approval of the Meeting Room Policy, pending lawyer's approval

Mrs. Morris made a motion seconded by Mrs. Flanagan to approve the Meeting Room Policy, pending the lawyer's approval.

Roll call vote

YES: Coolidge, Flanagan, Houston, Morris, Sorensen, Pankey

NO: none
ABSTAIN: none
ABSENT: Laureys

Motion carried.

Action Item: Approve the Personnel Policy addition

Mrs. Morris made a motion seconded by Mrs. Flanagan to approve the Personnel Policy addition.

Roll call vote

YES: Coolidge, Flanagan, Houston, Morris, Sorensen, Pankey
NO: none
ABSTAIN: none
ABSENT: Laureys

Motion carried.

OLD BUSINESS

None.

COMMUNICATIONS

None.

ADJOURNMENT

Mrs. Morris made a motion seconded by Mrs. Flanagan that the meeting be adjourned. Voice vote. All in favor. Motion carried.

The meeting adjourned at 8:06 p.m.

Approved February 26, 2020

President

Secretary