

**WAUCONDA AREA PUBLIC LIBRARY DISTRICT**

**BOARD OF LIBRARY TRUSTEES**

**MINUTES OF THE REGULAR MEETING**

**Wednesday, February 26, 2020**

The meeting was held at the library at 7:00 p.m. with the following Library Trustees present: Mrs. Flanagan, Mr. Laureys, Mrs. Morris, Mrs. Sorensen, and Mr. Pankey. Trustees absent: Mrs. Coolidge and Mrs. Houston. Staff present: Elizabeth Greenup (Interim Library Director); Julie Cerqua (Administrative Services Manager); Terry Weingart (Business & Finance Coordinator). Visitor(s) present: Scott H., Norma Hacke\*, Molly Jostock\*, Patty Gmitrovic\*, Beth Zimmermann\*, and Terri Suda\*.

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

**Audience to Visitors**

Scott H. introduced himself and was at the meeting for observation. \*Visitors entered the meeting at 7:11 p.m.

**EXECUTIVE SESSION**

**Mrs. Morris made a motion seconded by Mrs. Flanagan that the Board go into Executive Session for the discussion of the Lakemoor TIF Lawsuit and Appointment of Library Director. OMA Exemption: 5 ILCS 120/2(c)(11) Topic to be considered: litigation. OMA Exemption: 5 ILCS 120/2(c)(1) Topic to be considered: specific employee. Voice vote. All in favor. Motion carried.**

**EXECUTIVE SESSION (7:01 p.m. – 7:11 p.m.)**

**Mrs. Morris made a motion seconded by Mrs. Flanagan that the Board come out of Executive Session. No action was taken in executive session. Voice vote. All in favor. Motion carried.**

**ACTION: MINUTES OF THE REGULAR MEETING OF JANUARY 13, 2020**

**Mrs. Morris made a motion seconded by Mrs. Flanagan to approve the minutes of the January 13, 2020 meeting. Voice vote. All in favor. Motion carried.**

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

**Mr. Laureys made a motion seconded by Mrs. Sorensen to approve the minutes of the December 3, 2019 Succession Committee meeting. Voice vote. All in favor. Motion carried.**

**ACTION: FINANCIAL REPORTS AND RATIFICATION OF PAYMENT OF BILLS**

The current financial and budget reports were discussed. Topics included: replacement of computer monitors.

**Mrs. Flanagan made a motion seconded by Mr. Laureys 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: Flanagan, Laureys, Morris, Sorensen, Pankey**  
**NO: none**  
**ABSTAIN: none**  
**ABSENT: Coolidge, Houston**

**Motion carried.**

**LIBRARY USAGE REPORT**

Library usage statistics were discussed. Topics included: overall usage was good for January due to warm temperatures, merchandising and program attendance. Door count could not be compared to last year due to the front entrance construction project. Patrons were still using the back door of the library in January 2019.

**INTERIM LIBRARY DIRECTOR AND DEPARTMENTAL REPORTS**

Mrs. Greenup discussed the completed fireplace repairs.

Mrs. Greenup provided an update on the Wauconda Area Library Foundation.

Mrs. Greenup briefly discussed the annual meeting with ComputerView, Inc. and their recommendation to go with lease pricing for public and staff computers. Mrs. Greenup received the lease pricing on February 25 and needs time to analyze the leasing plans before making a recommendation to the board.

Mrs. Greenup discussed the lawyer's recommended changes to the Meeting Room Policy.

Mrs. Greenup discussed the annual fire inspection and roof leak.

Mrs. Greenup discussed the upcoming American Library Association Conference in Chicago in June.

Mrs. Greenup discussed the discontinuation of notary service. There are a number of nearby offering notary service for no or low cost.

### **SUGGESTION BOX**

The Suggestion Box for December was discussed briefly.

### **COMMITTEE REPORTS**

None.

### **NEW BUSINESS**

**Action Item: Accept the recommendation of the Succession Committee and provide the offer letter.**

**Mrs. Morris made a motion seconded by Mrs. Flanagan to accept the recommendation of the Succession Committee and provide the offer letter.**

**Roll call vote**

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

**Motion carried.**

**Action Item: Appointment of the Library Director**

**Elizabeth Greenup accepted the appointment of Library Director and signed the offer letter.**

**Action Item: Approve the Meeting Room Policy**

**Mrs. Morris made a motion seconded by Mrs. Flanagan to approve the Meeting Room Policy.**

**Roll call vote**

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

**Motion carried.**

**OLD BUSINESS**

None.

**COMMUNICATIONS**

None.

**ADJOURNMENT**

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

The meeting adjourned at 7:51 p.m.

Approved March 9, 2020

---

President

---

Secretary