

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, April 13, 2020

The meeting was held online via Zoom at 7:05 p.m. with the following Library Trustees present: Mrs. Coolidge*, Mrs. Flanagan*, Mrs. Houston*, Mr. Laureys, Mrs. Morris, Mrs. Sorensen, and Mr. Pankey*. Trustees absent: none. Staff present: Elizabeth Greenup (Library Director); Julie Cerqua (Administrative Services Manager); Terry Weingart (Business & Finance Coordinator), Molly Jostock (Business & Technology Librarian). Visitor(s) present: Harrod.

*Mr. Pankey entered the meeting at 7:07 p.m.

*Mrs. Coolidge entered the meeting at 7:12 p.m.

*Due to technology issues, Mrs. Flanagan was able to listen to the meeting but unable to verbally participate.

*Mrs. Houston left the meeting at 7:40 p.m.

*Mrs. Coolidge left the meeting at 7:56 p.m.

Mrs. Morris presided until 7:07 p.m. Mr. Pankey presided at 7:08 p.m. The meeting took place online via Zoom. All participants verified no one was in the background as a visitor.

ACTION: MINUTES OF THE REGULAR MEETING OF MARCH 9, 2020

Mrs. Morris made a motion seconded by Mrs. Houston to approve the minutes of the March 9, 2020 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: budget number assumptions for the balance of the fiscal year including the zeroing out of all income for April and May, maintenance increased slightly for window and carpet cleaning. Overall there are less bills due to the library closure for COVID-19.

Mr. Laureys made a motion seconded by Mrs. Morris 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, Houston, Laureys, Morris, Sorensen, Pankey

NO: none

ABSTAIN: Flanagan
ABSENT: none

Motion carried.

LIBRARY USAGE REPORT

Library usage statistics were discussed. Topics included: online statistics for March were half in-library and half remote. It was difficult to measure usage accurately. Online resource usage was discussed, including the distinction between the different online services the library provides.

INTERIM LIBRARY DIRECTOR AND DEPARTMENTAL REPORTS

Mrs. Greenup discussed the postponement of the approval of closed session minutes until the library reopens.

Mrs. Greenup confirmed the date for the Personnel & Salary Committee meeting.

Mrs. Greenup discussed the Coronavirus update in regards to the Governor's in-shelter order through April 30.

Mrs. Greenup discussed a virtual meeting with area organizations, including the Wauconda Township, Wauconda Park District, District 118, the Village of Wauconda, Wauconda Fire District and the Wauconda Police Department.

SUGGESTION BOX

The Suggestion Box for March was discussed briefly.

COMMITTEE REPORTS

None.

NEW BUSINESS

Executive Session

Mrs. Morris made a motion seconded by Mr. Laureys that the Board go into Executive Session for the discussion of the employment of the public body. Roll call was taken. The following trustees were present: Mrs. Coolidge, Mr. Laureys, Mrs. Morris, Mrs. Sorensen, and Mr. Pankey. All participants verified no one was in the background as a visitor.

OMA Exemption: 5 ILCS 102/2(c)(1) Topics to be considered: The appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s) of the public body. Voice vote. All in favor. Motion carried.

EXECUTIVE SESSION (7:41 p.m. – 8:03 p.m.)

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

Reconvene to the regular meeting. The following trustees were present: Mr. Laureys, Mrs. Morris, Mrs. Sorensen and Mr. Pankey. All participants verified no one was in the background as a visitor.

OLD BUSINESS

None.

COMMUNICATIONS

Mrs. Greenup asked about general library communications. The Board was fine with weekly communications from the Library Director.

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 8:05 p.m.

Approved May 11, 2020

President

Secretary