

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, June 8, 2020

The meeting was held online via Zoom at 7:02 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 Manager), Molly Jostock* (Operations Manager), Sara Esquivel (Public Services Manager), Patty Gmitrovic (Kid City Program Coordinator). Visitor(s) present: Russell Lissau (Daily Herald), Valerie Keegan.

*Mrs. Houston entered the meeting at 7:03 p.m.

*Mrs. Morris entered the meeting at 7:28 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 MAY 11, 2020

Mr. Laureys made a motion seconded by Mrs. Sorensen to approve the minutes of the May 11, 2020 meeting. Voice vote. All in favor. Motion carried.

ACTION: FINANCIAL REPORTS AND PAYMENT OF BILLS

The current financial and budget reports were discussed.

Mrs. Coolidge made a motion seconded by Mrs. Sorensen 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, Laureys, Sorensen, Pankey

NO: none

ABSTAIN: none

ABSENT: Morris

Motion carried.

LIBRARY USAGE, INTERIM LIBRARY DIRECTOR AND DEPARTMENTAL REPORTS

The library's online services usage was discussed.

Mrs. Greenup provided an update on the Peg Whitman Memorial.

Mrs. Greenup discussed moving to the next phase of service, Grab & Go.

Mrs. Greenup provided an update on the continued success of virtual programming.

Mrs. Greenup discussed the annual renewals of the library's insurance, technology contract and the audit engagement letter.

COMMITTEE REPORTS

Mrs. Greenup will email the Finance Committee to set up a meeting date.

NEW BUSINESS

Action Item: Approve Annual Audit Engagement Letter

Mrs. Morris made a motion seconded by Mr. Laureys to approve the annual audit engagement letter.

Roll call vote

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

NO: none

ABSTAIN: none

ABSENT: none

Motion carried.

Mrs. Flanagan made a motion seconded by Mrs. Sorensen to approve move to Stage 3-Curbside Service.

Roll call vote

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

NO: none

ABSTAIN: none

ABSENT: none

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 7:46 p.m.

Approved July 13, 2020

President

Secretary