

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, October 12, 2020

The meeting was held online via Zoom at 7:04 p.m. with the following Library Trustees present: Mrs. Coolidge*, Mrs. Flanagan, Mrs. Houston, Mr. Laureys, Mrs. Sorensen*, and Mrs. Morris. Trustees absent: Mr. Pankey. Staff present: Elizabeth Greenup (Library Director); Julie Cerqua (Administrative Services Manager); Terry Weingart (Business & Finance Manager), Molly Jostock (Operations Manager). Visitor(s) present: none.

*Mrs. Sorensen entered the meeting at 7:06 p.m.

*Mrs. Coolidge entered the meeting at 7:10 p.m.

The meeting took place online via Zoom. All participants verified no one was in the background as a visitor.

EXECUTIVE SESSION

Mrs. Houston made a motion seconded by Mrs. Flanagan that the Board go into Executive Session for the discussion of the Lakemoor TIF Lawsuit.

OMA Exemption: 5 ILCS 120/2(c)(11) Topic to be considered: litigation.

Roll call vote

YES: Flanagan, Houston, Laureys, Morris

NO: none

ABSTAIN: none

ABSENT: Coolidge, Pankey, Sorensen

EXECUTIVE SESSION (7:05 p.m. – 7:24 p.m.)

Mrs. Flanagan made a motion seconded by Mr. Laureys that the Board come out of Executive Session. No action was taken in Executive Session.

Roll call vote

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

NO: none

ABSTAIN: none

ABSENT: Pankey

ATTENDANCE AFTER CLOSED SESSION

After exiting Executive Session, the following Library Trustees were present at 7:25 p.m.: Mrs. Coolidge, Mrs. Flanagan, Mrs. Houston, Mr. Laureys, Mrs. Sorensen, and Mrs. Morris. Trustees absent: Mr. Pankey. Staff present: Elizabeth Greenup (Library Director); Julie Cerqua (Administrative Services Manager); Terry Weingart (Business & Finance Manager), Molly Jostock (Operations Manager). Visitor(s) present: none.

ACTION: MINUTES OF THE REGULAR MEETING OF SEPTEMBER 14, 2020

Mr. Laureys made a motion seconded by Mrs. Houston to approve the minutes of the September 14, 2020 meeting.

Roll call vote

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

ACTION: FINANCIAL REPORTS AND PAYMENT OF BILLS

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

The current financial and budget reports were discussed, including additional costs for the library’s Zoom accounts, Volo storage unit costs, and an update on tax disbursements received.
Motion carried.

LIBRARY USAGE, LIBRARY DIRECTOR AND DEPARTMENTAL REPORTS

Ms. Greenup discussed how eContent has almost now doubled in the past six months, including continued success with Overdrive’s Sora app in partnership with District 118. An Overdrive collection of ebooks and eAudiobooks in Spanish was curated.

Ms. Greenup announced that appointments are no longer needed for browsing, which will be promoted on social media and in the October 14 enews.

Mrs. Greenup provided an overview of the annual audit results with comments by Mr. Laureys and Mrs. Houston. The library continues to operate in a financially responsible manner and has the appropriate internal controls in place.

Mrs. Greenup discussed one item related to the audit and the need to collateralize funds not covered by the FDIC limits per the library's Investment Policy. Wauconda Community Bank provides an agreement with Bank of America to collateralize funds. No board approval is needed to do this since it is already in the board approved Investment Policy. A board member will need to sign the Collateralized Deposit Agreement.

COMMITTEE REPORTS

None.

NEW BUSINESS

ACTION: APPROVE LEVY ORDINANCE 20-02

Mrs. Flanagan made a motion seconded by Mrs. Houston to approve the Levy Ordinance 20-02.

Roll call vote

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

Discussion about the levy increase of 4.5% took place, and because of the tax cap, the actual tax increase will be far less. **Motion carried.**

ACTION: APPROVE NON-RESIDENT CARD FEES

Mrs. Flanagan made a motion seconded by Mr. Laureys to approve the Non-Resident Card Fees.

Roll call vote

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

Discussion about the need to approve non-resident fee cards annually took place. The cost of the card is \$318. A district map was provided showing unincorporated areas not covered by any library district. **Motion carried.**

ACTION: APPROVE IL FUNDS ACCOUNT

Mr. Laureys made a motion seconded by Mrs. Houston to approve the IL Funds Account.

Roll call vote

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

Discussion about the need for an additional account for funds beyond the Wauconda Community Bank took place. The Library used to have an account with IL Funds years ago. This fund can be used to hold money for future projects and will help the need to collateralize funds in the future. **Motion carried.**

OLD BUSINESS

There was discussion about the library director's goals and objectives. Board members will provide feedback to Mrs. Morris. Mrs. Morris discussed that goals and objectives need to be obtainable and measurable.

COMMUNICATIONS

None.

ADJOURNMENT

Mrs. Flanagan made a motion seconded by Mr. Laureys that the meeting be adjourned.

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

The meeting adjourned at 8:08 p.m.

Approved November 9, 2020

President

Secretary