

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, January 11, 2021

The meeting was held online via Zoom at 7:02 p.m. with the following Library Trustees present: Mrs. Coolidge*, Mrs. Houston, Mr. Laureys, Mr. Pankey, and Mrs. Sorensen. Trustees absent: Mrs. Flanagan, Mrs. Morris. Staff present: Elizabeth Greenup (Library Director); Julie Cerqua (Administrative Services Manager); Terry Weingart (Business & Finance Manager); Molly Jostock (Operations Manager); Cabrina Little (staff); Kim Simchak (staff). Visitor(s) present: none.

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

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

In the absence of President Morris, the board agreed to have Mr. Pankey run the meeting as president pro tem.

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

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

Roll call vote

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

ACTION: FINANCIAL REPORTS AND PAYMENT OF BILLS

Mr. Laureys 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.

Mr. Laureys confirmed the balance in the Illinois Funds account. Mr. Pankey asked about the payment to Murphy & Miller, Inc. Ms. Greenup explained it was for parts and repair to the heating system. Mr. Laureys inquired about the Constellation Energy Services-Electric bill. Mr.

Pankey asked about the ComputerView, Inc., which includes payment on the library's new phone system and a new server rack.

Roll call vote

YES: Coolidge, Houston, Laureys, Pankey, Sorensen

NO: none

ABSTAIN: none

ABSENT: Flanagan, Morris

Motion carried.

LIBRARY USAGE, LIBRARY DIRECTOR AND DEPARTMENTAL REPORTS

Ms. Greenup discussed library usage for December. While overall usage was down, there was an increase in the number of art and craft kits distributed throughout the month. Econtent continues to be very strong, pulling even with print numbers.

Mr. Pankey inquired about Special Services. Special Services include online database usage, holds filled, and technology appointments.

Ms. Jostock presented on the recent success of the implementation of the curbside printing/copying/faxing/scanning service. Staff completed 40 jobs in 8 days at the end of December. After the first of the year, the library will begin providing tax forms.

Ms. Greenup discussed the Digital History Collection, its origin and platform evolution over the years. The transfer of content to the new Facebook page is complete, and we are investigating additional platforms that do not require user account registration for access.

Ms. Greenup discussed Mrs. Hacke's involvement in the Latino Community Association of Lake County and the grant they received to fund the creation and distribution of Personal Protective Equipment (PPE) kits to 70,000 families in need in Lake County. The Wauconda Area was awarded 1,800 kits. Mrs. Hacke is working with Wauconda Community Unit District 118, the Wauconda/Island Lake Food Pantry and other locals to distribute the kits.

Ms. Greenup introduced Mrs. Little and Mrs. Simchak, who presented the library's winter reading club for all ages. They discussed the theme, reading goals and how logging and the incentives work.

Mr. Pankey commented on the large amounts of Kid City Take & Make craft kits distributed and overall large attendance numbers for children's virtual programming. Mr. Laureys provided feedback and appreciation for staff handling last minute program registration with ease and flexibility.

COMMITTEE REPORTS

None.

NEW BUSINESS

None.

OLD BUSINESS

None.

COMMUNICATIONS

None.

ADJOURNMENT

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

YES: Coolidge, Houston, Laureys, Pankey, Sorensen

NO: none

ABSTAIN: none

ABSENT: Flanagan, Morris

The meeting adjourned at 7:36 p.m.

Approved February 8, 2021

President

Secretary