

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, June 13, 2022

The meeting was held online via Zoom at 7:03 p.m. with the following Library Trustees present: Trustee Morris, Trustee Pankey, Trustee Sorensen, Trustee Suelzer. Trustees absent: Trustee Coburn. Staff present: Elizabeth Greenup (Library Director); Molly Jostock (Operations Manager); Julie Cerqua (Administrative Service Manager); Terry Weingart (Finance Manager). Visitor(s) present: Mike Pate, Denise Finn.

AUDIENCE TO VISITORS

Applicant Mike Pate and notary Denise Finn greeted the trustees.

ACTION: APPOINTMENT OF BOARD VACANCY

Trustee Sorensen resolved the Wauconda Area Public Library District Board of Trustees to appoint Charles (Mike) M. Pate to fill the Board vacancy; Seconded by Trustee Suelzer.

Roll call vote

YES: Pankey, Sorensen, Suelzer, Morris
NO: none
ABSTAIN: none
ABSENT: Coburn

Motion carried.

Oath of Office performed. Visitor Denise Finn left the meeting at 7:08 p.m.

ACTION: NOMINATION AND APPROVAL OF OFFICERS OF THE BOARD OF THE LIBRARY TRUSTEES

Discussion took place and a slate of officers was determined.

Trustee Pankey made a motion seconded by Trustee Sorensen to approve the slate of officers as presented:

President: Sherri Sorensen
Vice President: Thea Morris
Treasurer: Joshua Coburn

Secretary: Marci Suelzer

Roll call vote

YES: Pankey, Pate, Sorensen, Suelzer, Morris
NO: none
ABSTAIN: none
ABSENT: Coburn

Motion carried.

DISCUSSION & ACTION: COMMITTEE APPOINTMENTS

Committee appointments were determined as follows:

Personnel & Salary Committee – Pankey (chair), Morris, Pate, Sorensen (ex officio)

Finance Committee – Coburn (chair), Suelzer, Morris, Sorensen (ex officio)

Trustee Morris made a motion seconded by Trustee Suelzer to approve the committee appointments.

Roll call vote

YES: Pankey, Pate, Sorensen, Suelzer, Morris
NO: none
ABSTAIN: none
ABSENT: Coburn

Motion carried.

ACTION: APPROVE MINUTES

A. May 9, 2022 Regular Meeting

B. June 6, 2022 Finance Committee Meeting

Trustee Morris motioned to batch approve the minutes for the meetings listed; seconded by Trustee Pankey.

Roll call vote

YES: Pankey, Pate, Sorensen, Suelzer, Morris
NO: none
ABSTAIN: none
ABSENT: Coburn

Motion carried.

ACTION: FINANCIAL REPORTS AND PAYMENTS

Trustee Pankey asked about the payment of bills for Combined Roofing Services, LLC repairs, Groh Works Landscaping Inc, and Product, LLC.

Trustee Morris motioned to approve the financial reports and payment of bills; Trustee Pankey seconded.

Roll call vote

YES: Pankey, Pate, Sorensen, Suelzer, Morris

NO: none

ABSTAIN: none

ABSENT: Coburn

Motion carried.

LIBRARY USAGE STATISTICAL REPORT

Statistics are typically down in May compared to other months with graduations, holiday celebrations, end of school, better weather. Library usage continues that trend.

LIBRARY DIRECTOR REPORT

A brief overview of the report was given.

Director Greenup provided an HVAC update.

Director Greenup provided an update from the Foundation's meeting on May 12. Trustee Pate asked for clarification of who the Foundation is and what role they play in supporting the library.

COMMITTEE REPORTS

In Trustee Coburn's absence, Director Greenup provided an overview of the Finance Committee meeting, reviewing the proposed FY22/23 Spending Plan, end of FY21/22 tax payments, and Tentative Budget & Appropriations Ordinance.

NEW BUSINESS

Trustee Morris motioned to batch approve the Resolution Authorizing Check Signers, Ordinance to Amend Purpose of Special Reserve Fund, Ordinance to Transfer Funds to Special Reserve Fund, FY22/23 Spending Plan, Tentative Budget & Appropriations Ordinance 22-03 and Tentative Estimate of Revenue FY22/23; Trustee Suelzer seconded.

Roll call vote

YES: Pankey, Pate, Sorensen, Suelzer, Morris
NO: none
ABSTAIN: none
ABSENT: Coburn

Motion carried.

OLD BUSINESS

None.

COMMUNICATIONS

A special meeting date of July 18, 2022 at 7 p.m. was set for the Public Hearing for the Budget & Appropriations Ordinance.

Trustee Pankey motioned to adjourn; seconded by Trustee Pate.

YES: Pankey, Pate, Sorensen, Suelzer, Morris
NO: none
ABSTAIN: none
ABSENT: Coburn

Motion carried.

Meeting adjourned at 8:02 p.m.

Approved July 11, 2022

President

Secretary