

**WAUCONDA AREA PUBLIC LIBRARY DISTRICT**

**BOARD OF LIBRARY TRUSTEES**

**MINUTES OF THE REGULAR MEETING**

**Monday, December 12, 2022**

The meeting was held online via Zoom at 7:01 p.m. with the following Library Trustees present: Trustee Coburn, Trustee Pankey, Trustee Pate, Trustee Shaw, Trustee Suelzer, Trustee Sorensen. Trustees absent: Trustee Morris. Staff present: Elizabeth Greenup (Library Director); Molly Jostock (Operations Manager); Julie Cerqua (Administrative Services Manager); Terry Weingart (Business & Finance Manager). Visitor(s) present: None.

**AUDIENCE TO VISITORS**

None.

**ACTION: APPROVE MINUTES OF THE NOVEMBER 14, 2022 REGULAR MEETING, AS AMENDED**

Trustee Suelzer motioned to approve the minutes of the November 14, 2022 regular meeting, as amended; seconded by Trustee Shaw.

**Roll call vote**

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

**Motion carried.**

**ACTION: FINANCIAL REPORTS AND PAYMENTS**

Trustee Coburn commented being ahead in budget due to interest income and county payments and some project payouts like the sorter.

**Trustee Pate motioned to approve the financial reports and payment of bills; Trustee Coburn seconded.**

**Roll call vote**

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

**Motion carried.**

**LIBRARY USAGE STATISTICAL REPORT**

Usage decreased slightly from October due to the plumbing closure but was still very strong given the limited services for half the month. Econtent usage continues to increase. Trustee Pate shared positive patron feedback.

**LIBRARY DIRECTOR REPORT**

A brief overview of the report was given. Another Baker & Taylor outage happened in November on a smaller scale. The library is investigating alternative vendor services. Updates on the HVAC project and Wauconda Area Library Foundation were provided. A new roof will need to move up the priority list.

**COMMITTEE REPORTS**

None.

**NEW BUSINESS**

**ACTION: APPROVE 2023 MEETING DATES**

**Trustee Suelzer motioned to approve the 2023 Meeting Dates; Trustee Coburn seconded.**

**Roll call vote**

<b>YES:</b>	<b>Coburn, Pankey, Pate, Shaw, Suelzer, Sorensen</b>
<b>NO:</b>	<b>none</b>
<b>ABSTAIN:</b>	<b>none</b>
<b>ABSENT:</b>	<b>Morris</b>

**Motion carried.**

**OLD BUSINESS**

Director Greenup presented chapters 7-13 of *Serving Our Public 4.0 Standards for Illinois Public Libraries* in order to satisfy the Per Capita Grant requirements. Discussion took place about meeting standards for collection management, resource sharing, public services, technology and marketing. There are plans to grow programming for adults, teens and the Spanish-speaking community.

**COMMUNICATIONS**

None.

**Trustee Pankey motioned to adjourn; seconded by Trustee Coburn.**

**Roll call vote**

**YES: Coburn, Pankey, Pate, Shaw, Suelzer, Sorensen**

**NO: none**

**ABSTAIN: none**

**ABSENT: Morris**

**Motion carried.**

Meeting adjourned at 8:01 p.m.

Approved January 9, 2023

---

President

---

Secretary