

**WAUCONDA AREA PUBLIC LIBRARY DISTRICT**

**BOARD OF LIBRARY TRUSTEES**

**MINUTES OF THE REGULAR MEETING**

**Monday, June 12, 2023**

The meeting was held in person at 7:00 p.m., with the following Library Trustees present: Trustee Morris, Trustee Pankey, Trustee Pate, Trustee Sorensen. Trustees absent: Shaw, Suelzer. 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.

**DISCUSSION: NOMINATION AND ELECTION OF OFFICERS**

Discussion took place regarding the nomination of officers. The board discussed the officers slate as: Thea Morris (President), Sherri Sorensen (Vice President), Mike Pate (Treasurer), and Marci Suelzer (Secretary).

**ACTION: APPROVE OFFICERS OF THE BOARD OF LIBRARY TRUSTEES AS SPECIFIED**

**Trustee Morris motioned to approve the slate of officers of the Board of Library Trustees as specified; seconded by Trustee Pate.**

**Roll call vote**

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

**Motion carried.**

**DISCUSSION: COMMITTEE APPOINTMENTS**

The board discussed the committee appointments for the Personnel & Salary Committee as: Trustee Pankey (Chair), Trustee Pate, Trustee Sorensen, Trustee Morris (ex officio).

The board discussed the committee appointments for the Finance Committee as: Trustee Pate (Chair), Trustee Suelzer, Trustee Shaw, Trustee Sorensen. Trustee Morris (ex officio).

**ACTION: APPROVE COMMITTEE APPOINTMENTS AS SPECIFIED**

Trustee Morris motioned to approve the committee appointments as specified; seconded by Trustee Pate.

Roll call vote

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

Motion carried.

**ACTION: APPROVE MINUTES**

Trustee Pankey motioned to approve the minutes of the May 8, 2023 regular meeting, the May 22, 2023 special meeting, and the June 5, 2023 Personnel & Salary Committee meetings; seconded by Trustee Pate.

Roll call vote

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

Motion carried.

**ACTION: FINANCIAL REPORTS AND PAYMENTS**

Trustee Pankey inquired about the charges on May 11 for the use of the High School's auditorium.

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

Roll call vote

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

**Motion carried.**

**LIBRARY USAGE STATISTICAL REPORT**

Trustee Pankey commented on Kid City’s high usage. Trustee Morris commented on the increase to Museum Passes usage. Library website usage and the high door count were discussed.

**LIBRARY DIRECTOR REPORT**

A brief overview of the report was given. A question to clarify the purpose of the teen craft passive program was raised. A question clarifying the purpose of the sensory garden was raised.

**COMMITTEE REPORTS**

A finance committee date was set for July 10, 2023 at 6:30 p.m.

**NEW BUSINESS**

**DISCUSSION: APPOINTMENT TO TRUSTEE VACANCY**

The Library will promote the trustee vacancy via the library’s promotional channels, including the website and weekly enews. Applications are directed to the President and Vice President.

**ACTION: APPROVE PERSONNEL & SALARY BUDGET AND WAGE INCREASES**

**Trustee Pankey motioned to approve the Personnel & Salary Budget and Wage Increases; seconded by Trustee Pate.**

**Roll call vote**

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

**Motion carried.**

**OLD BUSINESS**

None.

**COMMUNICATIONS**

Suggestion box comments were discussed.

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

**Roll call vote**

**YES: Morris, Pankey, Pate, Sorensen**

**NO: none**

**ABSTAIN: none**

**ABSENT: Shaw, Suelzer**

**Motion carried.**

Meeting adjourned at 7:39 p.m.

Approved July 10, 2023

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President

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Secretary