

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, October 9, 2023

The meeting was held at the library at 7:00 p.m. with the following Library Trustees present: Trustee Pankey, Trustee Pate, Trustee Schraml, Trustee Shaw, Trustee Sorensen, Trustee Morris (Virtual via Zoom). Trustees absent: Trustee Suelzer. Staff present: Elizabeth Greenup (Library Director); Molly Jostock (Operations Manager); Julie Cerqua (Administrative Services Manager-Virtual via Zoom); Terry Weingart (Business & Finance Manager-Virtual via Zoom). Visitor(s) present: None.

AUDIENCE TO VISITORS

None.

ACTION: APPROVE MINUTES OF THE SEPTEMBER 11, 2023 REGULAR MEETING

Trustee Sorensen motioned to approve the minutes of the September 11, 2023 Regular Board meeting; seconded by Trustee Schraml.

Roll call vote

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

Motion carried.

ACTION: FINANCIAL REPORTS AND PAYMENTS

Trustee Pankey asked about Sustainable Shelves, which is Baker & Taylor's buyback program where the library receives credit for returned books. Trustee Pate asked about the debt certificate payments. Trustee Pankey asked about the children's launchpads, which are tablets preloaded with educational games and not connected to the internet. Trustee Pankey asked about the cleaning service cost.

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

Roll call vote

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

Motion carried.

LIBRARY USAGE STATISTICAL REPORT

A brief overview was given.

LIBRARY DIRECTOR REPORT

A brief overview of the report was given. Director Greenup provided building project updates. Copies of the library's annual audit were distributed to the trustees.

COMMITTEE REPORTS

None.

NEW BUSINESS

ACTION: APPROVE LEVY ORDINANCE 23-04

Trustee Pankey motioned to approve the Levy Ordinance 23-04; Trustee Shaw seconded.

Roll call vote

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

Motion carried.

ACTION: APPROVE MEETING ROOM POLICY

Trustee Pate motioned to approve the Genevieve Lincoln Community Meeting Room Policy; Trustee Sorensen seconded.

Roll call vote

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

Motion carried.

ACTION: APPROVE FILE SERVER

A brief overview of the file server and virtual server was provided by Manager Jostock. Trustee Pate inquired about downtime to public and staff.

Trustee Shaw motioned to approve the Levy Ordinance 23-04; Trustee Pate seconded.

Roll call vote

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

Motion carried.

OLD BUSINESS

None.

COMMUNICATIONS

The suggestion box comments were discussed.

Trustee Pankey motioned to adjourn; seconded by Trustee Shaw.

Roll call vote

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

Motion carried.

Meeting adjourned at 7:52 p.m.

Approved November 13, 2023

President

Secretary