

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, May 13, 2024

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 Suelzer*. Trustees absent: Trustee Morris. Staff present: Elizabeth Greenup (Library Director); Molly Jostock (Operations Manager); Terry Weingart (Business & Finance Manager-via phone); Kelly Hill (Administrative Services HR Coordinator); Kim Simchak (Public Services Associate III)*. Visitor(s) present: None.

*Trustee Shaw entered the meeting at 7:02 p.m.

*Trustee Suelzer entered the meeting at 7:15 p.m.

*Staff member, Kim Simchak, was in the meeting from 7:01 p.m. – 7:22 p.m.

AUDIENCE TO VISITORS

None.

ACTION: APPROVE MINUTES OF THE APRIL 8, 2024 REGULAR BOARD MEETING

Trustee Schraml motioned to approve the minutes of the April 8 Regular Board meeting; seconded by Trustee Pate.

Roll call vote

YES: Pankey, Pate, Schraml, Shaw, Sorensen

NO: none

ABSTAIN: none

ABSENT: Suelzer, Morris

Motion carried.

ACTION: FINANCIAL REPORTS AND PAYMENTS

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

Trustee Pate commented on the accrual of interest income. Trustee Pankey asked about the roof inspection and new roof recover. Trustee Pate inquired about the HVAC inspection for the final condensing unit. We have to wait until the weather is consistently warmer, likely June.

Roll call vote

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

Motion carried.

LIBRARY USAGE STATISTICAL REPORT

A brief overview was given. Discussion included the increase in public desk statistics, great adult programs and the eclipse glasses giveaway. Trustee Pate inquired about the fireplace in the reading room. It is scheduled to be converted to electric in June.

LIBRARY DIRECTOR REPORT

Staff member, Kim Simchak, provided an overview of the success of the McHenry County Library Lover's Expedition. She provided a history of statistics and how the program has grown exponentially, especially for our library. There was talk of Lake County libraries participating in something similar.

Kim Simchak left the meeting at 7:22 p.m.

COMMITTEE REPORTS

None.

NEW BUSINESS

ACTION: APPROVE POLICIES

Trustee Shaw motioned to approve the Materials Selection Policy and Outdoor Sign Policy; Trustee Suelzer seconded.

Language was added to the Materials Selection Policy limiting local author donations to Wauconda Area Public Library District cardholders. The Outdoor Sign Policy now incorporates any outdoor signage.

Roll call vote

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

Motion carried.

ACTION: APPROVE STAFF WAGE INCREASE FOR FY24/25

Trustee Pate motioned to approve the average staff wage increase of 4.5% for fiscal year 24/25; Trustee Pankey seconded.

Cost of Living (COLA) is 3.4%. Merit can be awarded on top of COLA from 0-2%, for an average of 4.5%.

Roll call vote

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

Motion carried.

OLD BUSINESS

MISSION STATEMENT

Trustee Schraml updated the board that she, Director Greenup and Manager Jostock continue to work on a statement. The goal is to have a couple of statements for the board to look at and ultimately approve one.

COMMUNICATIONS

The suggestion box comments were discussed.

Trustee Pankey let Director Greenup know there is dying Spirea in the front. Director Greenup will follow up with the landscaper.

Trustee Pate motioned to adjourn; seconded by Trustee Schraml.

Roll call vote

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

Motion carried.

Meeting adjourned at 8:04 p.m.

Approved June 10, 2024

President

Secretary