

**WAUCONDA AREA PUBLIC LIBRARY DISTRICT**

**BOARD OF LIBRARY TRUSTEES**

**MINUTES OF THE REGULAR MEETING**

**Monday, January 13, 2025**

The meeting was held at the library at 7:02 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 Wilson (Operations Manager); Sara Esquivel (Public Services Manager); Norma Hacke (Outreach & Programming Manager); Patty Gmitrovic (Kid City Supervisor); Kim Simchak (Outreach Coordinator); Terry Weingart (Business & Finance Manager-virtual via Zoom); Kelly Hill (Administrative HR Coordinator-virtual via Zoom). Visitors Present: Joseph Huberty (Engberg Anderson Architects).

Trustee Sorensen presided over the meeting.

**AUDIENCE TO VISITORS**

None.

**ACTION: APPROVE MINUTES OF THE DECEMBER 09, 2024 REGULAR BOARD MEETING**

**Trustee Shaw motioned to approve the minutes of the December 09, 2024 Regular Board meeting; seconded by Trustee Pate.**

**Roll call vote**

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

**Motion carried.**

**ACTION: FINANCIAL REPORTS AND PAYMENTS**

A brief overview was given. Trustee Pankey asked about the Daily Herald cost vs. the Chicago Sun Times. Trustee Pankey asked about the painting/drywall services. Trustee Pate asked about the Spring Share service. Manager Wilson gave an overview of the service.

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

**Roll call vote**

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

**Motion carried.**

### **LIBRARY USAGE STATISTICAL REPORT**

A brief overview was given. Trustee Pate commented that another patron had praised outreach staff, Kim Simchak and Kelly Marsch. Another patron mentioned that their home library is McHenry, but they prefer coming to Wauconda. Trustee Pankey commented on the high usage of the printing center.

### **LIBRARY DIRECTOR REPORT**

A brief overview of the report was given.

### **COMMITTEE REPORTS**

None.

### **NEW BUSINESS**

### **DISCUSSION: ARCHITECT UPDATE**

Architect Huberty gave a presentation on the future building expansion possibilities.

**Architect Joe Huberty and Trustee Pate left the meeting at 8:25 p.m.**

### **ACTION: DIGITAL SIGN BID**

**Trustee Schraml motioned to table the Digital Sign Bid; Trustee Shaw seconded.**

The digital sign bids need further discussion. The board will hold a special meeting on Monday, February 3, 2025 at 7 p.m.

### **Roll call vote**

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

**Motion carried.**

**DISCUSSION: TRUSTEE EMAIL ACCOUNTS**

Due to increases in the amount of spam to the trustee Gmail accounts, Director Greenup recommended that the trustees get library-issued devices to have networked email addresses. Manager Wilson will obtain devices and configure the new email accounts.

**OLD BUSINESS**

None.

**COMMUNICATIONS**

None.

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

**YES: Pankey, Schraml, Shaw, Suelzer, Sorensen**

**NO: none**

**ABSTAIN: none**

**ABSENT: Morris, Pate**

**Motion carried.**

Meeting adjourned at 9:10 p.m.

Approved February 10, 2025

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President

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Secretary