

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

801 N. MAIN STREET, WAUCONDA, IL 60084

BOARD OF LIBRARY TRUSTEES

847-526-6225

MINUTES OF THE REGULAR MEETING

Monday, December 8, 2025

The meeting was held at the Library at 7:00 p.m. with the following Library Trustees present: Trustee Pankey, Trustee Shaw, Trustee Sorensen, *Trustee Suelzer, Trustee Morris. Trustees absent: Trustee Pate, Trustee Schraml. Staff present: Elizabeth Greenup (Library Director); Molly Wilson (Operations Manager); Kelly Hill (Administrative Services HR Coordinator). Visitors Present: None. Trustee Suelzer entered the meeting at 7:03 p.m.

AUDIENCE TO VISITORS

None.

ACTION: APPROVE MINUTES OF THE NOVEMBER 10, 2025 REGULAR BOARD MEETING

Trustee Sorensen motioned to approve the minutes of the November 10, 2025 Regular Board Meeting; seconded by Trustee Pankey.

Roll Call Vote

AYES: Pankey, Shaw, Sorensen, Morris

NAYS: None

ABSTAIN: None

ABSENT: Pate, Schraml, Suelzer

Motion carried.

ACTION: FINANCIAL REPORTS AND PAYMENTS

A brief overview was given. Trustee Pankey asked about the annual Lyngsoe agreement. Director Greenup explained that was our sorter. Director Greenup talked through the new Cash Receipts, Disbursements and changes in Funds report.

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

Roll Call Vote

AYES: Pankey, Shaw, Sorensen, Suelzer, Morris

NAYS: None

ABSTAIN: None

ABSENT: Pate, Schraml

Motion carried.

LIBRARY USAGE STATISTICAL REPORT

A brief overview of the report was given.

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LIBRARY DIRECTOR REPORT

A brief overview of the report was given.

COMMITTEE REPORTS

None.

NEW BUSINESS

ACTION: APPROVE 2026 MEETING DATES

Trustee Sorensen motioned to approve the 2026 Meeting Dates; seconded by Trustee Shaw.

Roll Call Vote

AYES: Pankey, Shaw, Sorensen, Suelzer, Morris

NAYS: None

ABSTAIN: None

ABSENT: Pate, Schraml

Motion carried.

ACTION: APPROVE PERSONNEL POLICY

Trustee Suelzer motioned to approve the Personnel Policy as amended; seconded by Trustee Shaw.

Roll Call Vote

AYES: Pankey, Shaw, Sorensen, Suelzer, Morris

NAYS: None

ABSTAIN: None

ABSENT: Pate, Schraml

Motion carried.

ACTION: APPROVE EXECUTIVE DIRECTOR SUCCESSION PLAN

Trustee Pankey motioned to approve the Executive Director Succession Plan as amended; seconded by Trustee Suelzer.

Roll Call Vote

AYES: Pankey, Shaw, Sorensen, Suelzer, Morris

NAYS: None

ABSTAIN: None

ABSENT: Pate, Schraml

Motion carried.

ACTION: APPROVE PARKING LOT SNOW REMOVAL CONTRACT

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Trustee Shaw motioned to approve the Parking Lot Snow Removal Contract with Weadick Brothers with positive references; seconded by Trustee Pankey.

Roll Call Vote

AYES: Pankey, Shaw, Sorensen, Suelzer, Morris

NAYS: None

ABSTAIN: None

ABSENT: Pate, Schraml

Motion carried.

DISCUSSION: NEW ILLINOIS PUBLIC LIBRARY STANDARDS/PER CAPITA GRANT

A brief overview was given.

OLD BUSINESS

None.

COMMUNICATIONS

Suggestion Box comments were discussed.

Trustee Pankey motioned to adjourn; seconded by Trustee Suelzer.

AYES: Pankey, Shaw, Sorensen, Suelzer, Morris

NAYS: None

ABSTAIN: None

ABSENT: Pate, Schraml

Motion carried.

Meeting adjourned at 8:13 p.m.

Approved January 12, 2026

President

Secretary