

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, November 13, 2023

The meeting was held at the library at 7:00 p.m. with the following Library Trustees present: Trustee Pate, Trustee Shaw, Trustee Sorensen, Trustee Morris. Trustees absent: Trustee Pankey, Trustee Schraml, 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 OCTOBER 9, 2023 REGULAR MEETING

Trustee Pate motioned to approve the minutes of the October 9, 2023 Regular Board meeting; seconded by Trustee Shaw.

Roll call vote

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

Motion carried.

ACTION: FINANCIAL REPORTS AND PAYMENTS

Trustee Pate commented that the budget looks great compared to expenses.

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

Roll call vote

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

Motion carried.

LIBRARY USAGE STATISTICAL REPORT

A brief overview was given.

LIBRARY DIRECTOR REPORT

A brief overview of the report was given.

COMMITTEE REPORTS

None.

NEW BUSINESS

ACTION: APPROVE PERSONNEL POLICY

Trustee Pate motioned to approve the Personnel Policy as amended; Trustee Shaw seconded, pending attorney approval.

Roll call vote

YES: Pate, Shaw, Sorensen, Morris

NO: none

ABSTAIN: none

ABSENT: Pankey, Schraml, Suelzer

Motion carried.

ACTION: APPROVE HVAC CHANGE ORDERS

Trustee Morris tabled the approval of the HVAC change orders.

DISCUSSION: PER CAPITA GRANT

Discussion took place about chapters 1-6 of *Serving Our Public 4.0* for the annual Per Capita Grant requirements.

OLD BUSINESS

None.

COMMUNICATIONS

The suggestion box comments were discussed.

Trustee Shaw motioned to adjourn; seconded by Trustee Pate.

Roll call vote

YES: Pate, Shaw, Sorensen, Morris

NO: none

ABSTAIN: none

ABSENT: Pankey, Schraml, Suelzer

Motion carried.

Meeting adjourned at 7:42 p.m.

Approved December 11, 2023

President

Secretary