

WAUCONDA AREA PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MINUTES OF THE REGULAR MEETING

Monday, April 8, 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 Morris. 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

Trustee Pankey motioned to approve the minutes of the March 11, 2024 Personnel & Salary Committee Meeting and the March 11, 2024 Regular Board meeting; seconded by Trustee Pate.

Roll call vote

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

Motion carried.

ACTION: FINANCIAL REPORTS AND PAYMENTS

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

Trustee Pankey asked about the new cleaning service. All is going well so far.

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. Trustee Pankey commented on the increase in public desk statistics.

LIBRARY DIRECTOR REPORT

A brief overview of the report was given.

COMMITTEE REPORTS

The Personnel & Salary Committee will meet on Monday, May 13 at 6:15 p.m.

NEW BUSINESS

ACTION: APPROVE RESOLUTION 24-02, MEMORANDUM OF UNDERSTANDING WITH THE ILLINOIS SECRETARY OF STATE

Trustee Sorensen motioned to approve Resolution 24-02, Memorandum of Understanding with the Illinois Secretary of State; Trustee Shaw seconded.

Roll call vote

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

Motion carried.

ACTION: APPROVE HR SOURCE PROPOSAL

Trustee Pate motioned to approve the HR Source Proposal; Trustee Schraml seconded.

Roll call vote

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

Motion carried.

ACTION: APPROVE SEALCOATING PROPOSAL AND PAVEMENT PATCHING PROPOSAL

Trustee Pate motioned to approve the sealcoating and pavement patching proposals from Kaplan Pavement Services; Trustee Schraml seconded.

Trustee Pate asked that Director Greenup look into the permit fees.

Roll call vote

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

Motion carried.

DISCUSSION: MISSION STATEMENT

Director Greenup mentioned the need to review the library's mission statement. Manager Jostock and Trustee Schraml provided some alternatives. Trustee Schraml, Director Greenup and Manager Jostock will work on it and have a final version to present at the May meeting.

OLD BUSINESS

DISCUSSION: HIRING AN ARCHITECT

The Board of Trustees discussed working with John Shales of Shales McNutt Construction on recommendations for architectural firms.

COMMUNICATIONS

The suggestion box comments were discussed.

The Board of Trustees recognized Julie Cerqua's retirement and thanked her for her service.

Trustee Pankey motioned to adjourn; seconded by Trustee Pate.

Roll call vote

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

Motion carried.

Meeting adjourned at 7:47 p.m.

Approved May 13, 2024

President

Secretary