

**NOTICE OF BOARD MEETING
WINNEBAGO PUBLIC LIBRARY DISTRICT**

*Gary Brown, President - Jacquie Olsen Vice President, Jim Ferrar, Treasurer - Wanda Cwiklo, Secretary
Ron Gibson, Trustee - Wendy Bennett, Trustee - Open Position, Trustee*

Notice is hereby given that the Winnebago Public District, Winnebago County, Illinois, will hold a Board Meeting of the Winnebago Public District Board of Trustees at the Winnebago Public Library, 210 North Elida Street, Winnebago, Illinois 61088.

This time, date and purpose of the meeting are set forth in the following agenda:

REGULAR BOARD MEETING MINUTES

Thursday, January 19, 2023 6:30pm

1. Call to Order and Pledge of Allegiance

Gary Brown called the meeting to order at 6:44 pm, followed with the Pledge of Allegiance.

1. Roll Call

Gary Brown - present
Jacquie Olsen - present
Jim Ferrar - present
Wanda Cwiklo - present
Wendy Bennett - present
Ron Gibson - present
Open Position

1. Additions or Corrections to the Agenda

Strike 5. move to February Board Meeting
Strike 6.6.1, 6.6.2, 6.6.3, 6.6.4 and 6.6.5 move February Board Meeting to 1st read.

1. Public Comment

No community members present for comment.

1. ~~Approval of Meeting Minutes~~

1. Reports, Discussion & Action Items

6.1 President's Report

Gary Brown would like the Board of Trustees and Library Director to revisit Prairie Cat program.

6.2 Director's Report

Katie Schmoyer provided a email for updates:

1. Quote has been provided for the Outsource IT Department to fix the hardware piece that failed in order to get camera's footage back and running.

Motion was made by Jim Ferrar to approve the quote from Outsource IT Department in the amount of \$715.73 for the hardware and labor expenses to ensure the network video recorder works properly and seconded by Ron Gibson.

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrar -yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - yes

Open Position - n/a

Motion carried.

1. Per Capita Grant Application-minor spelling and grammar corrections. Wording and substance of the application is still the same as the prior document.

Motion was made by Wanda Cwiklo regarding Per Capita Grant Application be approved based on Katie Schmoyer's request and seconded by Jim Ferrar.

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrar -yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - yes

Open Position - n/a

Motion carried.

1. Update from Winnebago Community Historical

2022 Priorities year-end report was submitted (full report attached).

1. Melissa Ashby's funeral was held on Friday, January 13th. Emily Gundry, Assistant Director was able to attend along with Wanda Cwiklo. Additional staff attended the visitation.

1. Documentation was received from Diamond Bros. in Pecatonic to review the WPL Insurance. Wendy Bennett will be the Board of the liaison, moving forward, to look over current insurance policy and getting quotes.

1. Winnebago Public Library District Board of Trustees Important Dates and Deadlines for FY23 was discussed.

6.3 Treasurer's Report/Expenses

Motion was made by Wendy Bennett to approve December 2022 Reconciliation Statement and seconded by Ron Gibson.

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrar -yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - yes

Open Position - n/a

Motion carried

Motion was made by Wanda Cwiklo to approve updated Profit and Loss Statement and seconded by Wendy Bennett.

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrar -yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - yes

Open Position - n/a

Motion carried.

6.4 Grounds Maintenance

No updated report at this time.

6.5 Facility

No updated report at this time.

6.6 Policy Manual

~~6.6.1 Winnebago Library Board Policy Manual~~

~~6.6.2 Use of volunteers~~

~~6.6.3 Mission Statement~~

~~6.6.4 Name and duties of the board of trustees~~

~~6.6.5 Meeting of the board of trustees~~

6.7 Personnel

No updates at this time.

6.8 Closed Session--Closed Session: 5 ILCS 120/2 (1): the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body.

No need for a closed session.

1. Unfinished Business

7.1 Replacement of open Board member position

Wanda Cwiklo will reach out to Lou Bowman and Mark Stockman to see if they will be willing to attend the February meeting.

1. New Business

No new business needs at this time.

9. Next Regular Board Meeting - February 16, 2023

10. Adjournment

Motion was made by Wanda Cwiklo at 8:34 pm to adjourn the meeting and seconded by Jacquie Olsen.

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrar -yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - yes
Open Position - n/a
Motion carried.



Gary Brown - WPL BOT President



Wanda Cwiklo - WPL BOT Secretary