

# WINNEBAGO PUBLIC LIBRARY DISTRICT

## REGULAR BOARD MEETING MINUTES

Thursday May 19, 2022 6:30 pm

1. Winnebago Public Library Board of Trustees Meeting called to order at 6:32 pm by Staci Thompson followed by reciting the Pledge of Allegiance.
2. Roll Call  
Staci Thompson - present  
Tracy Kruse - present  
Neil Potter - ABS  
Wanda Cwiklo - present  
Jacquie Olsen - present  
Gary Brown - present  
Jim Ferrar - present
3. Additions or Corrections to the Agenda  
Remove 4 Approval of Meeting Minutes 042122 to July 7, 2022 Meeting.  
Remove 4.1 Approval of Strategic Planning Meeting 042122 to July 7, 2022 Meeting.  
Move 8.1 Open Board Position - Treasurer, to after 3. Public Comment.
4. Public Comment  
No representatives from the community were in attendance.

Staci Thompson and Wanda Cwiklo received an email from Neil Potter on May 4, 2022 stating that he needed to resign, effective immediately, from his position as the WPL Board of Trustees Treasurer.

A motion was made by Jim Ferrar to accept Neil Potter's resignation from the WPL Board of Trustees and seconded by Jacquie Olsen.

Staci Thompson - yes  
Tracy Kruse - yes  
Neil Potter - N/A  
Wanda Cwiklo - yes  
Jacquie Olsen - yes  
Gary Brown - yes  
Jim Ferrar - yes  
Motion carried.

A motion was made by Wanda Cwiklo to replace Neil Potter from WPL Treasurer and add Jim Ferrar to oversee said position until the next election date. At that time, if Jim Ferrar reruns for the WPL Board of Trustees and maintains his placement he will be given the opportunity to continue the Treasurer position if he still wishes and seconded by Jacquie Olsen.

Staci Thompson - yes  
Tracy Kruse - yes  
Neil Potter - N/A  
Wanda Cwiklo - yes  
Jacquie Olsen - yes  
Gary Brown - yes  
Jim Ferrar - yes  
Motion carried.

~~5. Approval of Meeting Minutes - 042122~~

~~5.1 Approval of Strategic Planning Meeting - 042122~~

5.2 Approval of Closed Session Meeting minutes

Wanda Cwiklo made a motion to keep the closed session meeting minutes under closed session and seconded by Staci Thompson.

Staci Thompson - yes  
Tracy Kruse - yes  
Neil Potter - N/A  
Wanda Cwiklo - yes  
Jacquie Olsen - yes  
Gary Brown - yes  
Jim Ferrar - yes  
Motion carried

6. Reports, Discussion & Action Items

6.1 President's Report

Staci Thompson would like to send a \$50 gift card to Neil Potter from the WPL Board of Trustees for his service. Wanda Cwiklo will get a card and \$50 gift card to Dick's Sporting Goods and mail.

6.2 Director's Report

Katie Schmoyer requested that Directors Reports be shared on a quarterly basis versus monthly, but will provide any updates if needed requiring every day operations.

6.3 Treasurer's Report

A motion was made by Jim Ferrar to approve the Profit and Loss Budget vs Actual July 2021 to April 2022 and seconded by Staci Thompson.

Staci Thompson - yes  
Tracy Kruse - yes  
Neil Potter - N/A  
Wanda Cwiklo - yes  
Jacquie Olsen - yes  
Gary Brown - yes  
Jim Ferrar - yes  
Motion carried

A motion was made by Staci Thompson to approve the Reconciliation Detail for April 2022 and seconded by Jacquie Olsen.

Staci Thompson - yes  
Tracy Kruse - yes

Neil Potter - N/A

Wanda Cwiklo - yes

Jacquie Olsen - yes

Gary Brown - yes

Jim Ferrar - yes

Motion carried

6.3.1 Budget

A motion was made by Jim Ferrar to approve the FY23 Budget and seconded  
Jacquie Olsen.

6.4 Grounds Maintenance

Nothing new to report.

6.5 Interior Maintenance

A motion was made by Jim Ferrar to approve the Thayer Lighting proposal and  
seconded by Jacquie Olsen.

Staci Thompson - yes

Tracy Kruse - yes

Neil Potter - N/A

Wanda Cwiklo - yes

Jacquie Olsen - yes

Gary Brown - yes

Jim Ferrar - yes

Motion carried.

6.6 Policy Manual

1st read of Access to to Library Services

6.7 Personnel

Katie Schmoyer Board review will be held on June 16, 2022 meeting with final being presation on July 7, 2022

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

Not needed at this time.

7. Unfinished Business

No updates at this time

8. New Business

~~8.1 Open Board Position - Treasurer~~

Open Board position.

9. Upcoming Meetings

Regular meeting - June 16, 2022 at 6:30 pm.

10. Adjournment

A motion was made by Wanda Cwiklo to adjourn at 7:48 pm and seconded by Staci Thompson.

Staci Thompson - yes

Tracy Kruse - yes

Neil Potter - N/A

Wanda Cwiklo - yes

Jacquie Olsen - yes

Gary Brown - yes

Jim Ferrar - yes

Motion carried

