

**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 - Mark Stockman, 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, July 27, 2023 6:30 pm**

1. Call to Order and Pledge of Allegiance
Meeting called to order by Gary Brown at 6:45 pm followed by the Pledge of Allegiance.

2. Roll Call
Gary Brown - present
Jacquie Olsen - present
Jim Ferrer - present
Wanda Cwiklo -present
Wendy Bennett - present
Ron Gibson - ABS
Mark Stockman - present
Guest:
Katie Schmoyer WPL Director

3. Additions or Corrections to the Agenda

4. Public Comment

5. Approval of Meeting Minutes
Motion made by Wendy Bennett to approve the June 15, 2023 WPL BOT Meeting Minutes. Second was made by Mark Stockman.
Gary Brown - yes
Jacquie Olsen - yes
Jim Ferrer - yes
Wanda Cwiklo - yes
Wendy Bennett - yes
Ron Gibson - ABS
Mark Stockman - yes
Motion carried

6. Reports, Discussion & Action Items
 - 6.1 President's Report
Overview of the Library District and the Winnebago Public School District with students that are not in the Library District. Dr. John Schwuchow Superintendent will attend the August 17, 2023 WPL Library Board of Trustees meeting.
 - 6.2 Director's Report
Katie Schmoyer presented a new website proposal from Internet Marketing Experience. The investment for Accessibe is \$490 per year. (not included in this proposal investment). Design Investment \$3,995 (one-time).
Total Annual Investment \$1,515 per year. (Subject to change based on fluctuations in cost).

6.3 Treasurer's Report

6.3.1 Auditor's Engagement Letter - Approval

Motion was made by Wendy Bennett to approve the Auditor's WB MS

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrer - yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - ABS

Mark Stockman - yes

Motion carried

6.3.2 Funds Transfer Report - Approval

WC JO

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrer - yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - ABS

Mark Stockman - yes

Motion carried

6.3.3 Reconciliation Statement

WC MS

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrer - yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - ABS

Mark Stockman - yes

6.3.4 Profit and Loss Statement

JO WC

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrer - yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - ABS

Mark Stockman - yes

Motion carried

6.4 Grounds Maintenance

6.4.1 Facility Plan Committee

Jim Ferrer will send out

6.5 Facility

6.6 Policy Manual

6.6.1 Budget and Appropriations Ordinance, Levy Ordinance, Reports and Audits
- 2nd rea

6.6.2 Confidentiality of Library Records - 2nd read

6.6.3 Investment Funds - 2nd read

WB JF

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrer - yes

Wanda Cwiklo - yes

Wendy Bennett - yes
Ron Gibson - ABS
Mark Stockman - yes
Motion carried

6.6.4 Charges, Fines and Appeals - 2nd read
3rd review for August removing fines.

6.6.5 Membership and Trustees of the Board - 3rd read
WB JF

Gary Brown - yes
Jacquie Olsen - yes
Jim Ferrer - yes
Wanda Cwiklo - yes
Wendy Bennett - yes
Ron Gibson - ABS
Mark Stockman - yes
Motion carried

6.6.6 Access to Library Services - 1st read

6.6.7 ADA Compliance - 1st read

6.6.8 Local History Room - 1st read

6.7 Personnel

Hours being changed. Katie requested two Board members to attend a meeting with her and Emily to discuss some adjustments in employee hours. Gary and Wanda will attend a meeting.

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.

7. Unfinished Business

Insurance

Macktown

Dimond Bros. \$6500 a year -

Country Financial

Wendy Bennett to make a change of Insurance

Pro-Libries

Motion was made by Jacquie Olsen to let Wendy Bennett proceed with change of WPL Insurance companies. Seconded by Jim Ferrer.

Gary Brown - yes

Jacquie Olsen - yes

Jim Ferrer - yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - ABS

Mark Stockman - yes

Motion carried

New Business

None at this time

8. Next Regular Board Meeting - August 17, 2023

Jacquie Olsen and Wendy Bennett will be ABS

9. Adjournment

Motion was made by Mark Stockman to adjourn at 8:47pm. Seconded by Jim Ferrer.

Gary Brown - yes
Jacquie Olsen - yes
Jim Ferrer - yes
Wanda Cwiklo - yes
Wendy Bennett - yes
Ron Gibson - ABS
Mark Stockman - yes
Motion carried

Gary Brown - WPL BOT President

Wanda Cwiklo - WPL BOT Secretary