

North Chicago Public Library
2100 Argonne Dr., North Chicago, IL 60064
Library Board of Trustees Meeting Minutes

Tuesday, November 14, 2023, 6:30 p.m.

Board Members and the public are invited to join with Zoom:

<https://zoom.us/j/92810157705?pwd=M2pPdW5aYTdSUncySHRQVnkrOFIGZz09>

Meeting ID: 928 1015 7705

Passcode: 421215

+1 312 626 6799 US (Chicago)

I. CALL TO ORDER

Madame President Robinson welcomed all and called the Regular Library Board of Trustees Meeting to order on Tuesday, November 14, 2023, at 6:36 p.m. in the Library Board Room, North Chicago Public Library. The meeting was called to order; however, a quorum was not present, and the official library meeting adjourned. Motions and voting were removed from the actionable items on the agenda, and various library topics were open for discussion only, with the present Trustees.

COMMITTEE ASSIGNMENT

Marketing: Cox, Hawthorn, Robinson, Villanueva

Technology: Allen, Robinson, Verdin

Personnel: Allen (Chair), Cox, Robinson

Policy: Cox, Houston, Robinson,

Finance: Allen, Robinson, Villanueva,

Maintenance: Allen, Houston (Co-Chair), Robinson

Bookmobile: Hawthorn, Robinson

II. ROLL CALL

Trustees Present (3): Vice President Allen, President Robinson, Trustee Verdin.

Note: Trustee Verdin arrived at 6:44 p.m. which was after the official meeting was adjourned.

Absent Trustees (4): Trustee Cox, Trustee Hawthorn, Trustee Houston,
Trustee Villanueva.

Others Present: (4): Director Carlile, Jennifer Finnerty, Attorney Jim Hartman (Virtual), Zach Swanson from SMC (Virtual).

III. DISCUSSION

A quorum is the minimum number of members who must be present at a meeting to transact business. The requirement protects the organization by preventing a very small number of members from acting on behalf of the entire organization. President Robinson and Attorney Hartman went over the rules, stating that, no motions or votes should occur unless there is a quorum. Zach Swanson was present online to talk with the board regarding the library's roof.

Summary of the Roof discussion:

The library's roof was scheduled to be repaired this fall of 2023, but was delayed to spring by the company contracted to do the work. The library discussed concerns of leaks. Zach Swanson discussed a temporary seal of one coat of rubberized material that is rolled-on to seal the roof over the winter, which would be a temporary fix until the roof work can be completed. The temporary seal is quoted from Weatherguard Roofing, \$9,960.00 and is found on page 172 of the October Board packet. The discussion included the topics of a flat roof, tarps, drains, icicles, other alternatives to a "patch," the previous roof investigation, the nature of the work, the weather, and risks. Zach Swanson signed off of the zoom connection at 6:53 p.m.

Summary of Non-quorum meeting:

President Robinson will schedule an emergency meeting to allow for a vote on the Library's bills. Director Carlile mentioned that the remaining topics can be discussed at the Library's Board Retreat and that he will prepare an open meeting notice for it. The Board Retreat is this Saturday, November 18th, and the Trustees can study pages 164-170 prior to the meeting. Please find the Retreat at Courtyard by Marriott Chicago Waukegan/Gurnee 3800 Northpoint Blvd, Waukegan, IL 60085, from 9:00 a.m. until 1:00 p.m.

The meeting ended at 7:24 p.m.