

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF A REGULAR MEETING OF THE
BOARD OF TRUSTEES**

July 21, 2025

I. Call to Order

The meeting was held at the Winnetka Library, 768 Oak St., Winnetka, Illinois. President Freechack called the meeting to order at 7:00 p.m. A quorum was present.

II. Roll Call

Present were Trustees Matt Kinnich, Ranjini Shankar, Lindsay Jenkins, and Sarah Tegel; Board President Laura Freechack; and Library Executive Director Monica Dombrowski.

Following a voice vote by Trustees, Trustee Sarah Munoz attended the meeting virtually.

Present were library employees Mark Swenson and Luvia Melero.

Present was Northfield resident and Northfield Village Library liaison, Matt Galin.

III. Public Comments

No public comments.

IV. Approval of Minutes

- *Approve June 18, 2025 Regular Meeting Minutes*

President Freechack announced approval of the June 18, 2025 Regular Meeting Minutes.

Trustee Jenny Fisher joined the meeting in person following the Minutes approval.

V. Financial Report

- *Review June 2025 Financial Statements*

Treasurer Kinnich presented the June 2025 Financial Statement as included in the board packet for July 21, 2025.

VI. Library Reports

- *Director's Report*

Exec. Director Dombrowski presented the July 2025 Director's Report, which was included in the board packet for July 21, 2025.

- *President's Report*

President Freechack noted that she had recently met with the Northfield Village President. She noted that the 2025 resident survey distributed by the Winnetka Caucus Council contained a misleading question regarding the status of Northfield Library improvements, which she was able to change by speaking to the Chair of the Caucus' Library Committee.

VII. Village Reports

• *Winnetka Report*

Trustee Fisher shared that the Village of Winnetka extended its U.S. Post Office location lease until Aug. 1. The Village is contemplating adding a one percent local grocery tax to replace the state tax. Winnetka will also welcome a new village manager.

• *Northfield Report*

Trustee Jenkins shared that Northfield Village Board has voted to amend a code that limits buildings to three stories.

VIII. Unfinished Business

• *Update on Building Projects*

Exec. Director Dombrowski shared that the Village of Northfield is working on a draft architectural agreement with Wight & Co. for the building envelope. The Winnetka safety and youth improvements project should be complete by Aug. 28.

• *Discussion of Trustee Bylaws*

President Freechack chaired a discussion regarding updates to current trustee bylaws. The board plans to vote on formal adoption of the changes at the August meeting.

IX. New Business

• *FY24-25 Investment Update*

Treasurer Kinnich shared a summary of the District's investments for 2024-2025 fiscal year.

• *Discussion and Approval of New Financial Report Format*

Treasurer Kinnich shared a new financial report format with a simplified check register. Adoption of the new format was approved unanimously by voice vote.

• *Approval of Building and Maintenance Tax Ordinance*

Approved by roll call vote:

YES: 6

NO: 0

X. Communications

The End of Summer Party is Sunday, August 24, at Hubbard Woods Park (1-3pm). The next regular meeting will be Monday, August 18, 2025, at the Winnetka Library.

XI. Public Comments

Winnetka resident Jeffrey Liss commented on the trustee bylaws review discussion and current library board meeting conventions.

XII. Adjourn to Closed Session

- *5 ILCS 120/2(c)(1): To consider the appointment, employment, compensation, discipline, performance or dismissal of a specific employee of the library district.*
- Upon motion by Trustee Munoz and approved by voice vote, the board moved to adjourn to closed session at 8:42 p.m.

XIII. Return to Open Session

President Freechack called the session to order at 9:27 p.m.

Present were Trustees Matt Kinnich, Ranjini Shankar, Jenny Fisher, Lindsay Jenkins, and Sarah Tegel; Board President Laura Freechack; and Executive Director Monica Dombrowski.

Attending virtually was Trustee Sarah Munoz.

Present were library employees Mark Swenson and Luvia Melero.

XIV. Adjournment

There being no further business to come before the Board, a motion to adjourn was made by Trustee Kinnich.

The motion passed on voice vote and President Freechack adjourned the meeting at 9:28 p.m.

Respectfully submitted,

Sarah Tegel
Board Secretary

_____ Laura Freechack, President

_____ Sarah Tegel, Secretary