

# **Regular Meeting of The Winnetka-Northfield Public Library District Board of Trustees**

THE MEETING WILL BE HELD AT 6:30 PM AT THE WINNETKA LIBRARY  
LINK TO ATTEND VIRTUALLY POSTED AT [WWW.WNPLD.ORG](http://WWW.WNPLD.ORG)

## **AGENDA**

**Monday, November 17, 2025**

- 1) Call to Order**
- 2) Roll Call**
- 3) Public Comments**
- 4) Consent Agenda**
  - a. Approval of October 20, 2025 Regular Meeting Minutes\*
  - b. Approval of October 2025 Revenue & Expense Summary\*
  - c. Approval of October 2025 Bill List\*
- 5) Library Reports**
  - Director's Report\*
  - President's Comments
- 6) Village Reports**
  - Winnetka Village Liaison
  - Northfield Village Liaison
- 7) Unfinished Business**
  - Update on Building Projects
- 8) New Business**
  - Discussion & Vote on FY25-26 Non-Resident Card Ordinance\*
  - Discussion & Vote on FY25-26 Levy\*
- 9) Communications**
  - Next regular meeting: Monday, December 15, 2025 at Northfield Library
- 10) Public Comments**
- 11) Adjournment**

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

October 20, 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 6:30 p.m. A quorum was present.

**II. Roll Call**

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

Present was library employee Mark Swenson.

Present was Northfield Village Board President, Tracy Mendrek; Winnetka residents Jeffrey Liss and Jude Offerle; and Northfield resident Mary Rashford.

**III. Public Comments**

No public comments.

**IV. Consent Agenda**

- *Approval of September 15, 2025 Special Meeting Minutes*
- *Approval of September 15, 2025 Regular Meeting Minutes*
- *Approval of September 2025 Revenue & Expense Summary*
- *Approval of September 2025 Bill List*

The Consent Agenda was approved upon motion by Trustee Shankar, and confirmed by voice vote.

Trustee Sarah Munoz joined the meeting following approval of the Consent Agenda.

**V. Library Reports**

- *Director's Report*

Exec. Director Dombrowski presented the October 2025 Director's Report, which was included in the board packet for the October 20, 2025 Regular Meeting.

- *President's Comments*

President Freechack shared that she met with the Presidents of the Winnetka Village Board, Winnetka Parks Board, and New Trier School Board to discuss infrastructure improvements as a group. The Library Board will undertake training for director performance reviews at the December meeting. On behalf of the board, President

Freechack congratulated Exec. Dir. Dombrowski on celebrating her fifth anniversary in the position.

## **VI. Village Reports**

- *Winnetka Report*

Trustee Fisher shared that Winnetka has adopted both e-scooter and e-bike policies, and planning is underway for redevelopment of the Post Office site on Chestnut Avenue.

- *Northfield Report*

Trustee Jenkins shared that a five-story condo building has been approved for 405 Central Ave; the village will be celebrating its centennial on August 26, 2026; and a Middlefork Elementary referendum is planned for 2026.

## **VII. Unfinished Business**

- *Update on Building Projects*

Exec. Director Dombrowski reported that regarding the Winnetka project, the new exterior door installations are complete and the remainder of finishing work will be completed shortly.

Regarding Northfield, the proposed IGA between the Village and the Library Board is part of the New Business agenda later in the meeting; Wight & Co. will be the architecture firm for the project; and Northfield Village will vote on the agreement at its October 28, 2025 meeting.

## **VIII. New Business**

- *Presentation of FY25-26 Q1 Strategic Planning Updates*

- *Discussion on Draft FY25-26 Levy*

The Levy is still in draft as the county has not issued its final advisement; the draft indicates a 2.9% levy recommendation.

- *Discussion & Vote on Operating Reserve Balance*

The board discussed possible scenarios based on potential Northfield project budgets.

Roll call vote to move from 12 months' reserves to 6 months' reserves:

YES: 5 (Kinnich, Jenkins, Fisher, Shankar, Tegel)

NO: 1 (Munoz)

- *Discussion & Vote on Northfield Village Expansion Project IGA*

Roll call vote to approve the IGA:

YES: 6

NO: 0

**IX. Communications**

Next regular meeting: Monday, November 17, 2025, at Winnetka Library.

**X. Public Comment**

Winnetka resident Jeffrey Liss thanked the Library for its thorough Annual Report and noted that at a Winnetka Village study session regarding the Post Office site, there was no discussion of moving the library to the site.

Northfield Village President Tracy Mendrek commented that she is looking forward to the partnership between the Village and the Library Board as the Northfield branch expansion project begins.

**XI. 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 7:18 p.m.

Respectfully submitted,

Sarah Tegel  
Board Secretary

\_\_\_\_\_ Laura Freechack, President

\_\_\_\_\_ Sarah Tegel, Secretary



**Winnetka-Northfield**  
PUBLIC LIBRARY DISTRICT

# Winnetka-Northfield Public Library District

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Board Report  
For the Month Ended  
October 31, 2025

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Prepared By



Lauterbach & Amen

**Winnetka-Northfield Public Library District**  
**Revenue and Expense Summary**  
**For the 4 Months Ended October 31, 2025**

**All Funds**

Ideal Budget Percentage Spent: 33.33%

	<b>Month-to-Date Actual</b>	<b>Year-to-Date Actual</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>	<b>% Collected / Expended</b>
<b>Operating Revenue</b>					
Property Tax	\$ 2,163.93	\$ 35,630.54	\$ 5,162,670.00	5,127,039.46	0.69%
Replacement Tax	8,370.80	17,845.20	45,000.00	27,154.80	39.66%
Collections	27,321.94	56,389.47	139,380.00	82,990.53	40.46%
Materials	6,696.44	9,167.82	9,300.00	132.18	98.58%
Other Income	17,346.05	73,805.19	237,450.00	163,644.81	31.08%
<b>Total Operating Revenue</b>	<u>61,899.16</u>	<u>192,838.22</u>	<u>5,593,800.00</u>	<u>5,400,961.78</u>	<u>3.45%</u>
<b>Operating Expenses</b>					
Administration	22,064.40	71,576.19	175,293.00	103,716.81	40.83%
Building	36,357.26	90,043.28	478,302.00	388,258.72	18.83%
Capital	94,105.68	292,125.95	465,000.00	172,874.05	62.82%
IT Services	11,642.78	106,482.86	280,000.00	173,517.14	38.03%
Library Materials - Adult	76,535.79	201,475.13	752,500.00	551,024.87	26.77%
Library Materials - Youth	3,226.72	16,459.49	88,250.00	71,790.51	18.65%
Personnel	233,204.97	886,126.57	3,064,750.00	2,178,623.43	28.91%
Public Relations	2,798.99	6,973.46	61,000.00	54,026.54	11.43%
Programs	11,606.88	34,050.20	109,100.00	75,049.80	31.21%
Utilities	8,938.99	30,252.86	100,150.00	69,897.14	30.21%
<b>Total Expenses</b>	<u>500,482.46</u>	<u>1,735,565.99</u>	<u>5,574,345.00</u>	<u>3,838,779.01</u>	<u>31.13%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (438,583.30)</u>	<u>\$ (1,542,727.77)</u>	<u>\$ 19,455.00</u>	<u>\$ 1,562,182.77</u>	

**Winnetka-Northfield Public Library District**  
**Revenue and Expense Summary**  
**For the 4 Months Ended October 31, 2025**

**Fund 10 - Library**

Ideal Budget Percentage Spent: 33.33%

	<b>Month-to-Date Actual</b>	<b>Year-to-Date Actual</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>	<b>% Collected / Expended</b>
<b>Operating Revenue</b>					
Property Tax	\$ 1,963.30	\$ 32,714.42	\$ 4,684,000.00	4,651,285.58	0.70%
Replacement Tax	8,370.80	17,845.20	45,000.00	27,154.80	39.66%
Collections	27,321.94	56,389.47	139,380.00	82,990.53	40.46%
Other Income	17,346.05	73,805.19	237,450.00	163,644.81	31.08%
<b>Total Operating Revenue</b>	<u>61,698.53</u>	<u>189,922.10</u>	<u>5,115,130.00</u>	<u>4,925,207.90</u>	<u>3.71%</u>
<b>Operating Expenses</b>					
Administration	22,064.40	71,576.19	175,293.00	103,716.81	40.83%
Building	0.00	45.72	0.00	(45.72)	0.00%
Capital	94,105.68	292,125.95	465,000.00	172,874.05	62.82%
IT Services	11,642.78	106,482.86	280,000.00	173,517.14	38.03%
Library Materials - Adult	76,535.79	201,475.13	752,500.00	551,024.87	26.77%
Library Materials - Youth	3,226.72	16,459.49	88,250.00	71,790.51	18.65%
Personnel	233,204.97	886,126.57	3,064,750.00	2,178,623.43	28.91%
Public Relations	2,798.99	6,973.46	61,000.00	54,026.54	11.43%
Programs	11,606.88	34,050.20	109,100.00	75,049.80	31.21%
Utilities	8,938.99	30,252.86	100,150.00	69,897.14	30.21%
<b>Total Expenses</b>	<u>464,125.20</u>	<u>1,645,568.43</u>	<u>5,096,043.00</u>	<u>3,450,474.57</u>	<u>32.29%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (402,426.67)</u>	<u>\$ (1,455,646.33)</u>	<u>\$ 19,087.00</u>	<u>\$ 1,474,733.33</u>	

**Winnetka-Northfield Public Library District**  
**Revenue and Expense Summary**  
**For the 4 Months Ended October 31, 2025**

**Fund 70 - Building & Equipment**

Ideal Budget Percentage Spent: 33.33%

	<u>Month-to-Date Actual</u>	<u>Year-to-Date Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Collected / Expended</u>
<b>Operating Revenue</b>					
Property Tax	\$ 200.63	\$ 2,916.12	\$ 478,670.00	475,753.88	0.61%
<b>Total Operating Revenue</b>	<u>200.63</u>	<u>2,916.12</u>	<u>478,670.00</u>	<u>475,753.88</u>	<u>0.61%</u>
<b>Operating Expenses</b>					
Building	36,357.26	89,997.56	478,302.00	388,304.44	18.82%
<b>Total Expenses</b>	<u>36,357.26</u>	<u>89,997.56</u>	<u>478,302.00</u>	<u>388,304.44</u>	<u>18.82%</u>
<b>Excess Revenues less Expenses</b>	<u>\$ (36,156.63)</u>	<u>\$ (87,081.44)</u>	<u>\$ 368.00</u>	<u>\$ 87,449.44</u>	



# Winnetka-Northfield Public Library District

## Check List

All Bank Accounts

October 1, 2025 - October 31, 2025

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
5189	10/02/25	AT&T	977.92
5190	10/02/25	AV Techsource, Inc.	537.00
5191	10/02/25	Brian Michalski	375.00
5192	10/02/25	Brian Warner	150.00
5193	10/02/25	Colley Elevator Co.	440.00
5194	10/02/25	Convergint Technologies LLC	486.96
5195	10/02/25	Cupello Mechanical	250.00
5196	10/02/25	Isabel Raci	510.00
5197	10/02/25	John Adams	250.00
5198	10/02/25	Master Clean Inc.	875.00
5199	10/02/25	Our Music LLC	1,000.00
5200	10/02/25	Presidio Networked Solutions Group, LLC	355.24
5201	10/02/25	Printing Concepts	675.00
5202	10/02/25	Red Hill Birding	250.00
5203	10/02/25	Rock 'n' Kids, inc	400.00
5204	10/02/25	Sylvia Taflove	320.00
5205	10/02/25	Terrence M Lynch	300.00
5206	10/02/25	The Book Stall	179.59
5207	10/02/25	Zbigniew Banas	350.00
5208	10/23/25	Susan Gibberman	200.00
5209	10/27/25	Sylvia Taflove	320.00
5210	10/30/25	U.S. Postal Service	1,093.13
18705	10/31/25	MANGO LANGUAGES	(4,534.21)
18706	10/06/25	DD Facility Services	6,956.00
18707	10/06/25	Kanopy	634.00
18708	10/06/25	Catapult	50.00
18709	10/06/25	Today's Business Solutions INC	3,902.37
18710	10/06/25	QUILL CORPORATION	834.97
18711	10/06/25	OVERDRIVE INC.	30,803.37
18712	10/06/25	Library Furniture International, Inc.	15,460.00
18713	10/06/25	DE LAGE LANDEN FINANCIALSVCS.	970.50
18714	10/06/25	RingCentral Inc	429.54
18715	10/06/25	BAKER & TAYLOR	3,747.96
18716	10/06/25	MIDWEST TAPE	2,692.90
18717	10/06/25	Children's Plus Inc.	837.55
18718	10/06/25	Ingram Library Services	2,800.77
18719	10/06/25	VILLAGE OF WINNETKA	30,000.00
18731	10/31/25	Peerless Network	41.90
18732	10/31/25	NATIONWIDE RETIREMENT SOLUTIONS	2,550.00
18733	10/31/25	COMCAST	454.75
18734	10/31/25	NORTH SHORE GAS	272.85
18735	10/31/25	PITNEY BOWES	300.00
18736	10/31/25	NICOR	67.33
18737	10/31/25	COMED	1,295.77
18738	10/31/25	VILLAGE OF WINNETKA	4,512.19
18739	10/31/25	First Bankcard	20,566.26
10/10/2025AP	10/10/25	Shales McNutt Construction	93,178.00
10/21/2025AP	10/21/25	Cook and Kocher Insurance Group	5,839.00
10/23/2025AP	10/23/25	Amber Mechanical Contractors Inc.	2,058.00
10/24/2025AP	10/24/25	ElliePresents, Inc	240.00
10/24/2025AP	10/24/25	Stephanie Girardi	257.66
10/24/2025AP	10/24/25	Pim Halka	417.18
10/24/2025AP	10/24/25	Scott Kenemore	250.00
10/24/2025AP	10/24/25	Susan Gibberman	200.00
10/24/2025AP	10/24/25	Troy Taylor	100.00
10/24/2025AP	10/29/25	David Mundt	300.00
10/24/2025AP	10/24/25	Claire Evans	275.00

# Winnetka-Northfield Public Library District

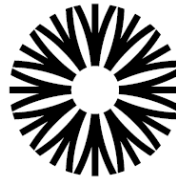
## Check List

All Bank Accounts

October 1, 2025 - October 31, 2025

Check Number	Check Date	Payee	Amount
10/24/2025AP	10/24/25	Gayle Walsworth	900.00
10/24/2025AP	10/24/25	VILLAGE OF NORTHFIELD	6,209.33
10/24/2025AP	10/24/25	Technology Management Rev Fund	1,000.00
10/24/2025AP	10/31/25	Lynn Rymarz	300.00
10/24/2025AP	10/24/25	USA Today	84.94
10/24/2025AP	10/24/25	LAUTERBACH & AMEN, LLP	2,026.00
10/24/2025AP	10/24/25	ATA Group, LLP	6,000.00
10/24/2025AP	10/24/25	Chicago Tribune	981.99
10/24/2025AP	10/24/25	GUY SCOPELLITI LANDSCAPE	1,584.00
10/24/2025AP	10/24/25	The Book Stall	678.32
10/24/2025AP	10/27/25	Finlee Associates, INC	225.00
10/24/2025AP	10/24/25	MERCHANTS DELIVERY SERVICE	630.00
10/24/2025AP	10/24/25	OVERDRIVE INC.	33,343.09
10/24/2025AP	10/24/25	The Book Stall	396.76
10/24/2025AP	10/24/25	Susan Elizabeth Girardi	1,100.00
10/24/2025AP	10/24/25	OCLC Inc	174.95
10/27/2025AP	10/27/25	Sylvia Taflove	320.00
10/30/2025AP	10/30/25	U.S. Postal Service	1,093.13
10/31/2025AP	10/31/25	Warehouse Direct	778.60
10/31/2025AP	10/31/25	Catapult	50.00
10/31/2025AP	10/31/25	Culligan Quench	481.63
10/31/2025AP	10/31/25	CDW-G	308.60
10/31/2025AP	10/31/25	VALUE LINE PUBLISHING LLC	6,475.00
Vendor Check Total			<u>304,197.79</u>
Check List Total			<u><u>304,197.79</u></u>

Check count = 80



## NOVEMBER 2025 DIRECTOR'S REPORT

### STAFF UPDATES

Anniversaries: Anna Westine, Tech Services Assistant, 10/2 (25 years); Mike Strohm, Page, 10/10 (12 years); Jeanine McCarthy, Patron Services Assistant, 10/10 (3 years); Stephanie Girardi, Tech Services Supervisor, 10/15 (31 years); Anna Karwowska, Youth Services Manager, 10/17 (3 years); Monica Dombrowski, Executive Director, 10/19 (5 years); Dennis Tracy, Studio Specialist 10/30 (2 years).

Goings: Business Manager, Luvia Melero, 10/31/25.

### PROGRAMMING

#### Youth

Category	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Programs	76	61	24.59%	253	219	15.53%
Live Attendees	2,249	1,903	18.18%	8,319	7,184	15.80%
Passive Programming	4,724	4,613	2.41%	16,163	17,940	-9.91%

#### Highlights

Ghost in the Graveyard Dirt Cups	28 attendees said "Boo!" and made spooky treats to celebrate the season.
Halloween Parade	52 children and caregivers showed off their costumes by parading around the library and then decorated pumpkins to take home.
Mini Pumpkin Decorating	137 attendees across 4 sessions. Children used stickers, gems, and other craft materials to decorate mini pumpkins.

#### Adults

Category	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Programs	20	19	5.26%	64	61	4.92%
Attendees	603	584	3.25%	2,175	1,616	34.59%

#### Highlights

Gangsters and Ghosts: The Haunting of Al Capone (V)	47 attendees enjoyed the presentation about the haunting of Al Capone and other gangland ghosts of the Windy City.
Halloween Horror Trivia Night (V)	25 participants joined in for a fun evening of virtual Halloween Horror Trivia created by librarians Erin and Molly.

(IP)= In-Person Program (V)=Virtual Program

#### Studio

Category	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
1:1s	345	257	34.24%	1,605	914	75.60%
Programs	15	15	0.00%	44	44	0.00%
Attendees	101	105	-3.81%	213	257	-17.12%

## Highlights

Botanical Silver Clay Pendants	24 patrons designed their own beautiful silver pendant, leaving the class with a basic knowledge of this fascinating craft.
Haunted Wreath	11 patrons transformed simple paper into 11 unique, spooky Halloween wreaths!

## Community Engagement

Category	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Youth Events	2	1	100.00%	25	6	316.67%
Adult Events	4	4	0.00%	10	10	0.00%
Family Events	0	1	-100.00%	1	6	-83.33%
<b>Total Events</b>	<b>6</b>	<b>6</b>	<b>0.00%</b>	<b>36</b>	<b>22</b>	<b>63.64%</b>
Youth Attendance	74	10	640.00%	1,480	340	335.29%
Adult Attendance	63	90	-30.00%	255	397	-35.77%
Family Attendance	0	6	-100.00%	250	751	-66.71%
<b>Total Attendance</b>	<b>137</b>	<b>106</b>	<b>29.25%</b>	<b>1,985</b>	<b>1,488</b>	<b>33.40%</b>

## Highlights

Greeley School Visit	74 students from 2 classrooms enjoyed a tour and talk led by Youth Services Librarian Tom
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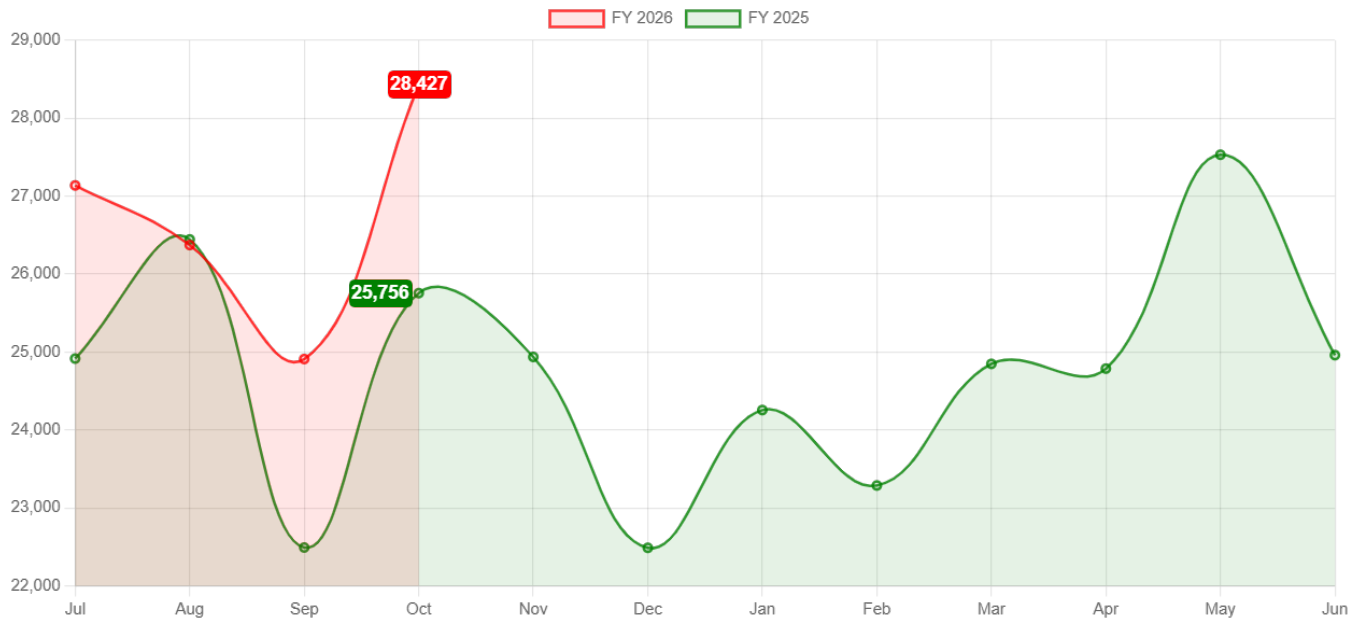


## SERVICES

### Visitors

Physical Branches	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Winnetka	13,381	11,860	12.82%	50,868	46,567	9.24%
Northfield	4,844	4,583	5.69%	19,185	18,346	4.57%
<b>Total</b>	<b>18,225</b>	<b>16,443</b>	<b>10.84%</b>	<b>70,053</b>	<b>64,913</b>	<b>7.92%</b>
Digital Branch	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Program Attendees	395	353	11.90%	1,514	848	78.54%
Recording Attendees	107	659	-83.76%	396	887	-55.36%
Website Visitors	7,387	6,285	17.53%	25,612	25,038	2.29%
eResource Users	2,029	1,753	15.74%	8,049	6,940	15.98%
Database Users	284	263	7.98%	1,224	982	24.64%
<b>Total</b>	<b>10,202</b>	<b>9,313</b>	<b>9.55%</b>	<b>36,795</b>	<b>34,695</b>	<b>6.05%</b>
<b>Combined Total</b>	<b>28,427</b>	<b>25,756</b>	<b>10.37%</b>	<b>106,848</b>	<b>99,608</b>	<b>7.27%</b>

2 Year Visitor Comparison (Physical &amp; Virtual)



### Cardholders (by Household)

Community	Number of Households	Households w/Cards	% Households w/Cards
Winnetka	4,242	3,249	76.59%
Northfield	2,340	1,449	61.92%
<b>Total District</b>	<b>6,582</b>	<b>4,698</b>	<b>71.38%</b>
Kenilworth	789	222	28.14%
<b>Total</b>	<b>7,371</b>	<b>4,920</b>	<b>66.75%</b>

### Desk Questions

Category	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Adult	2,386	2,335	2.18%	9,274	8,944	3.69%
Youth	634	555	14.23%	2,480	2,103	17.93%
Digital Services	69	99	-30.30%	326	287	13.59%
<b>Total</b>	<b>3,089</b>	<b>2,989</b>	<b>3.35%</b>	<b>12,080</b>	<b>11,334</b>	<b>6.58%</b>

## TECHNOLOGY

### Computer Usage

Location	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Winnetka	343	379	-9.50%	1,689	1,773	-4.74%
Northfield	230	231	-0.43%	953	970	-1.75%
<b>Total</b>	<b>573</b>	<b>610</b>	<b>-6.07%</b>	<b>2,642</b>	<b>2,743</b>	<b>-3.68%</b>

### Hotspot Usage

Location	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Winnetka Sessions	43,186	16,413	163.12%	91,932	52,858	73.92%
Northfield Sessions	3,972	2,506	58.50%	9,625	7,764	23.97%
<b>Total</b>	<b>47,158</b>	<b>18,919</b>	<b>149.26%</b>	<b>101,557</b>	<b>60,622</b>	<b>67.52%</b>
Winnetka Bandwidth	918 GB	227 GB	304.41%	2,844 GB	933 GB	204.82%

Northfield Bandwidth	123 GB	91 GB	35.16%	359 GB	367 GB	-2.18%
<b>Total</b>	<b>1,041 GB</b>	<b>318 GB</b>	<b>227.36%</b>	<b>3,203 GB</b>	<b>1,300 GB</b>	<b>146.38%</b>

## MARKETING

### Website Visits

Activity	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Total Visits	12,677	10,555	20.10%	47,471	42,647	11.31%

### Email Subscribers

OCT25/26	% Cardholders	OCT24/25	Open Rate	Click Rate
10,262	107.55%	10,453	59%	2%

Open Rate: % who opened the email. Click Rate: % who clicked on links inside the email.

### Social Media Activity

Platform	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
<b>YouTube</b>						
Impressions	8,908	54,326	-83.60%	38,209	169,450	-77.45%
<b>Facebook</b>						
Impressions	14,287	4,577	212.15%	55,221	19,874	177.86%
Engagements	261	181	44.20%	1,246	616	102.27%
<b>Instagram</b>						
Impressions	7,017	4,475	56.80%	26,019	20,226	28.64%
Engagements	149	52	186.54%	1,455	622	133.92%
<b>LinkedIn</b>						
Impressions	1,469	370	297.03%	6,048	2,294	163.64%
Engagements	43	52	-17.31%	283	139	103.60%
<b>Total Impressions</b>	<b>31,681</b>	<b>63,748</b>	<b>-50.30%</b>	<b>125,497</b>	<b>211,844</b>	<b>-40.76%</b>
<b>Total Engagements</b>	<b>453</b>	<b>285</b>	<b>58.95%</b>	<b>2,984</b>	<b>1,377</b>	<b>116.70%</b>

Impressions: # of times the content has been seen/viewed. Engagements: # of comments, likes, shares, & click-throughs.

## COLLECTIONS

### Physical Adult (By Location)

Location	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Winnetka	9,628	10,027	-3.98%	41,137	42,201	-2.52%
Northfield	3,254	3,698	-12.01%	14,033	15,112	-7.14%

### Physical Youth (By Location)

Location	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Winnetka	13,719	13,643	0.56%	54,194	55,516	-2.38%
Northfield	3,442	3,412	0.88%	13,770	12,774	7.80%

### Physical Miscellaneous

Lending Type	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Kenilworth Patrons	604	658	-8.21%	2,653	2,968	-10.61%
Borrowed from Other Libraries	2,042	1,699	20.19%	7,310	6,479	12.83%

### Physical Adult (By Type)

Material Type	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Books	7,699	8,251	-6.69%	33,529	34,606	-3.11%
Book - Fiction	4,232	4,588	-7.76%	18,961	20,036	-5.37%
Book - Nonfiction	3,467	3,663	-5.35%	14,568	14,570	-0.01%
Audiobook - CD	101	166	-39.16%	530	597	-11.22%
Music CD	48	45	6.67%	168	253	-33.60%
Playaway	9	18	-50.00%	47	83	-43.37%
DVD/Blu-Ray	2,294	2,429	-5.56%	8,606	9,559	-9.97%
Magazine	231	187	23.53%	931	812	14.66%
Videogame	21	31	-32.26%	129	180	-28.33%
Computing Device	8	5	60.00%	23	25	-8.00%
Library of Things	32	39	-17.95%	144	96	50.00%
Other	2	1	100.00%	1,024	491	108.55%
Non-CCS ILL	53	59	-10.17%	229	193	18.65%
Sent Out	2,384	2,494	-4.41%	9,810	10,418	-5.84%
Studio Equipment	179	105	70.48%	829	290	185.86%
<b>Total</b>	<b>13,061</b>	<b>13,830</b>	<b>-5.56%</b>	<b>55,999</b>	<b>57,603</b>	<b>-2.78%</b>

### Physical Youth (By Type)

Material Type	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
Books	12,903	12,749	1.21%	51,369	51,055	0.62%
Book - Fiction	11,199	10,800	3.69%	44,220	43,153	2.47%
Book - Nonfiction	1,704	1,949	-12.57%	7,149	7,902	-9.53%
Audiobook - CD	3	0	-	14	3	366.67%
Playaway	279	187	49.20%	1,381	1,007	37.14%
DVD/Blu-Ray	387	534	-27.53%	1,889	2,985	-36.72%
Videogame	224	247	-9.31%	1,207	1,303	-7.37%
Computing Device	67	53	26.42%	312	242	28.93%
Vox Reader	340	325	4.62%	1,367	1,415	-3.39%
Youth Kits	490	82	497.56%	1,625	279	482.44%
Other	13	20	-35.00%	59	38	55.26%
In House Circulation	2,804	2,857	-1.86%	9,877	9,955	-0.78%
<b>Total</b>	<b>17,512</b>	<b>17,055</b>	<b>2.68%</b>	<b>69,106</b>	<b>68,290</b>	<b>1.19%</b>

Note: Physical circulation stats were lower than anticipated in September due to the large volume of orders that did not arrive from Baker & Taylor. B&T orders were cancelled, items were reordered from alternate vendors, and materials began arriving in mid-October.

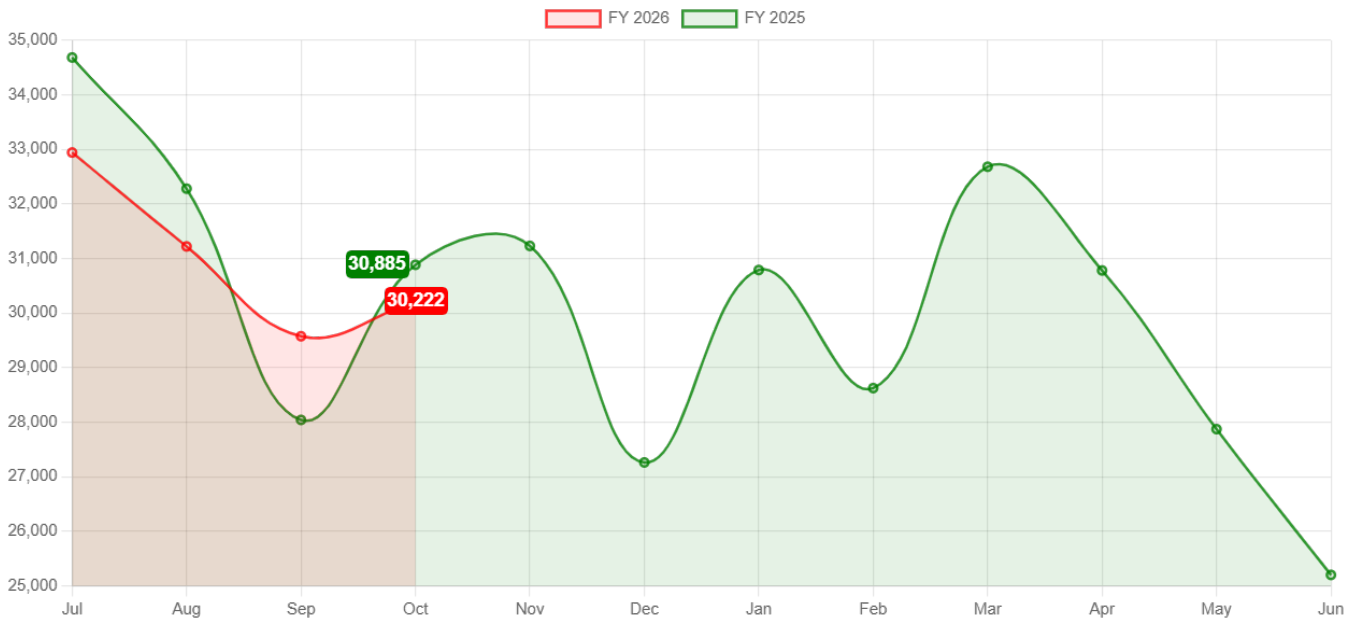
### MTD Total Physical Circulation

OCT25/26 Physical Circulation	OCT24/25 Physical Circulation	Net Change
30,573	30,885	-1.01%

### YTD Total Physical Circulation

FY25-26 YTD Physical Circulation	FY24-25 YTD Physical Circulation	Net Change
125,105	125,893	-0.63%

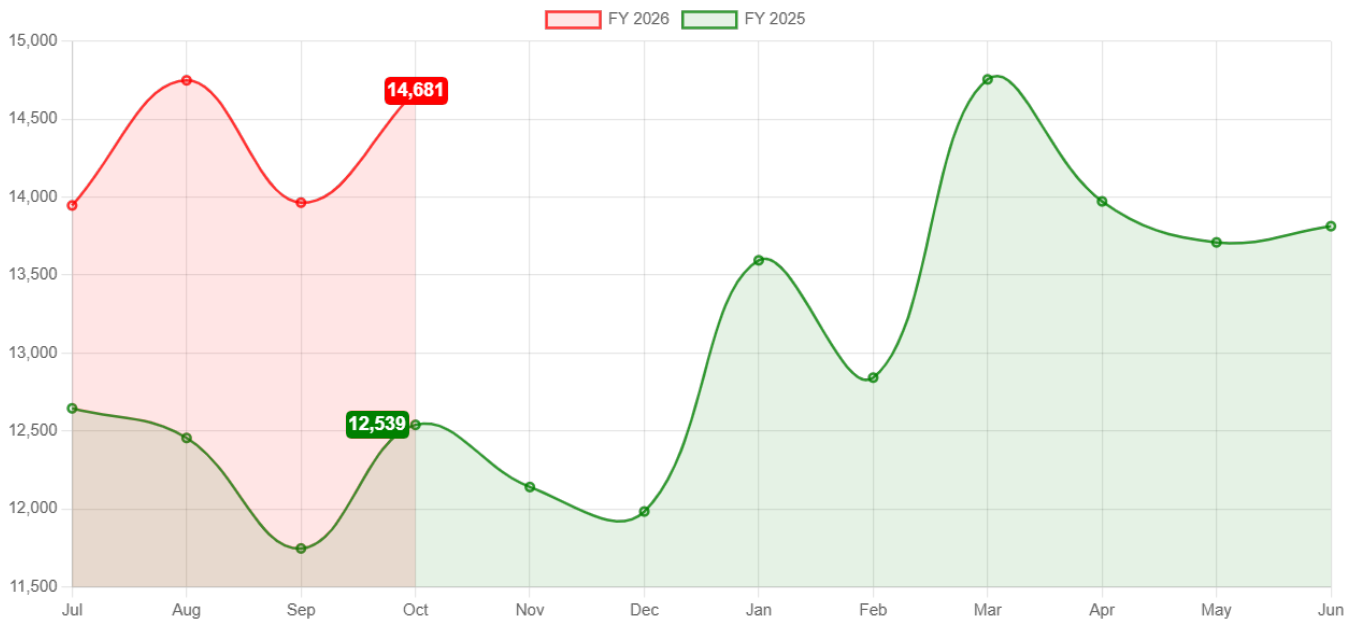
2 year Print Circulation Comparison



## Digital Circulation

Material Type	OCT25/26	OCT24/25	Mo. % +/-	FY25-26 YTD	FY24-25 YTD	FY % +/-
eBooks	5,790	4,923	17.61%	23,527	19,908	18.18%
eAudiobooks	5,393	4,509	19.61%	21,662	18,388	17.81%
eMagazines	2,852	2,506	13.81%	9,620	8,940	7.61%
eVideos	579	553	4.70%	2,328	2,016	15.48%
eMusic	67	48	39.58%	206	133	54.89%
<b>Total</b>	<b>14,681</b>	<b>12,539</b>	<b>17.08%</b>	<b>57,343</b>	<b>49,385</b>	<b>16.11%</b>

3 Year eResource Comparison

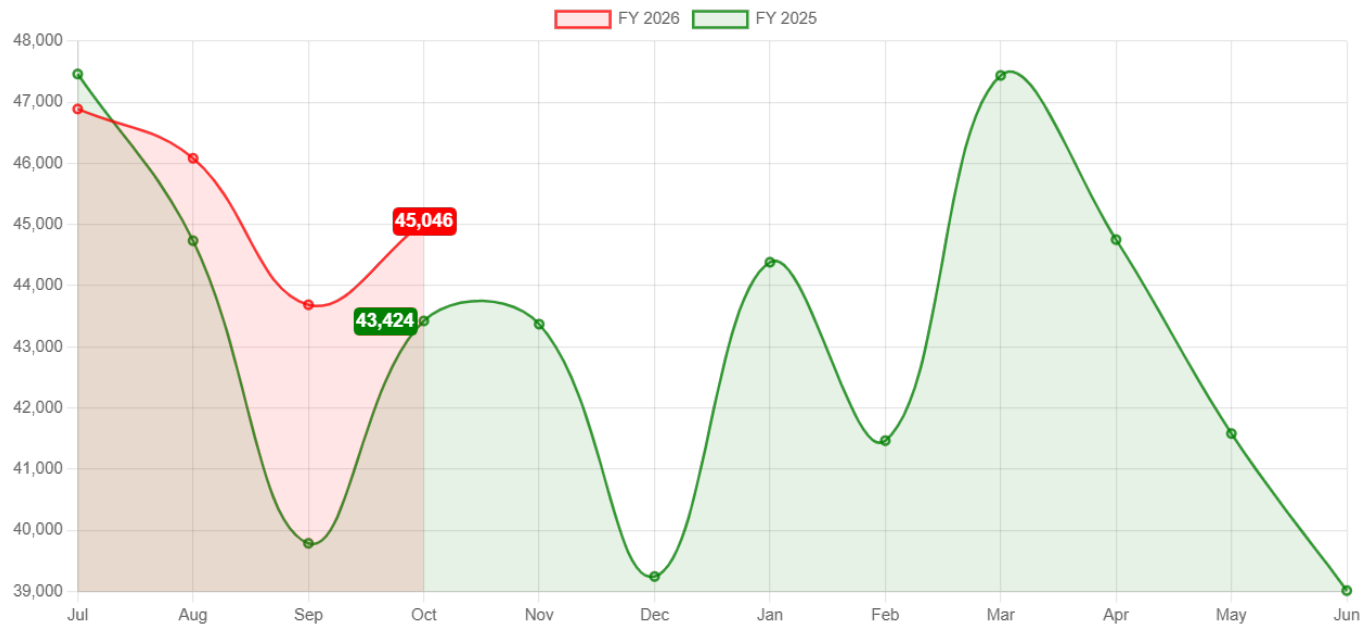




## MTD Total District Circulation

OCT25/26 District Circulation	OCT24/25 District Circulation	Net Change
44,724	43,319	3.24%

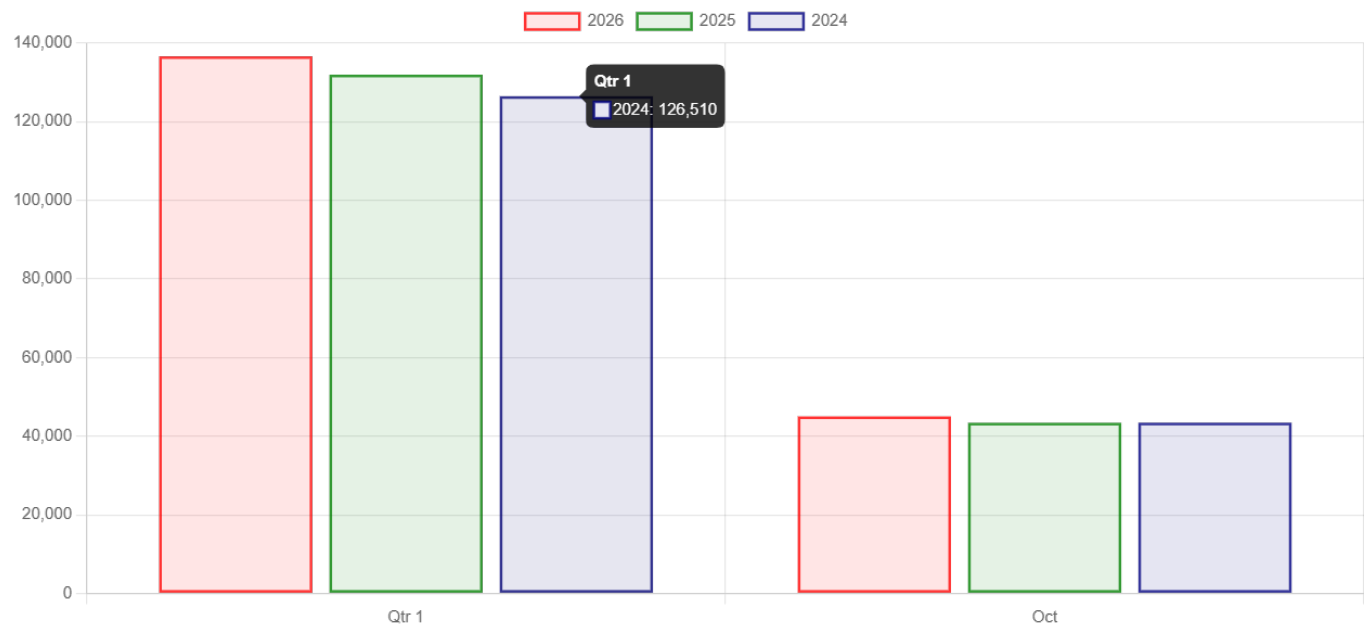
2 year Combined Circulation Comparison



## YTD Total District Circulation

FY25-26 YTD District Circulation	FY24-25 YTD District Circulation	Net Change
180,477	174,988	3.14%

3 Year Cumulative Circulation to Date

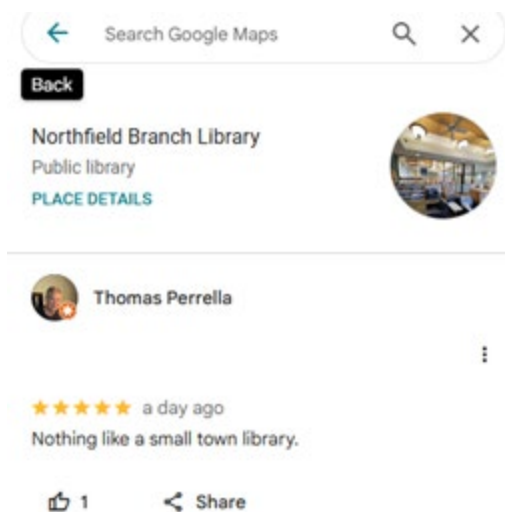


## IMPACT STORIES

## Branch Services

### General Feedback

- Branch Services Librarian Lisa researched cost savings options for a medical device and emailed the information to a patron who was dismayed at the out-of-pocket cost. This option may lower an economic barrier to healthcare.
- A patron enjoyed the library's seed collection and even donated seeds back to the library after successfully growing marigolds.
- Branch Services Librarian Amelia found rare and difficult-to-get books for English-language learning students. Amelia successfully located items in the students' first language and submitted interlibrary loan requests on their behalf. Their teacher wrote, *"Thank you SO much for your thorough investigating!! This is super helpful."*
- A patron expressed appreciation for Branch Services Librarian Rebecca's assistance with interior design books. Rebecca placed holds on multiple titles, suspended the delivery of some, and even coordinated with Branch Services Librarian Lisa to reserve forthcoming releases.
- A young child shared the love for Henry Heckelbeck Vox books because *"they read to me."* His mom bragged that he read independently for the first time and finished a Bob book from our collection. It's wonderful to hear how different library resources support emerging readers!
- *"Do I have to pay for a bookmark?"* A kid was delighted to take one for each of his graphic novels after it was confirmed that bookmarks are free. We love delighting readers and creating positive associations with the library.
- Branch Services Librarians Amelia and Rebecca helped a 7th grader find book options that will work with his dyslexia. Amelia offered Vox Chapter books, with an integrated audio player, and large print items. Rebecca demonstrated the Libby app that allows users to adjust text size, contrast, and/or even switch to a dyslexia friendly font.
- Branch Services Librarian Rebecca steered a patron away from a fraudulent dating website and gave suggestions for safer, vetted options, like Match.com. The patron was delighted to use the site and said she hadn't been this entertained in years!
- A patron raved about our Early Literacy Backpacks, *"My grandkids enjoy them so much. I'm surprised more places in the area don't have these. They are a harbinger of what libraries are becoming!"*
- *"I have a nice home, but I come here to sit and read. I like hearing people talking. It makes me feel less alone."*
- *"You are the only library in the area open before 9 AM. The community room was a perfect place for my virtual job interview – I appreciate using it."*
- *"Thank you for all the wonderful kids' activities!"*
- *"You have a great children's section."*
- *"It's a good library, by the way. It's perfect for kids, but it's good for adults too."*
- *"I love coming here. You guys are so nice and have way better at computers than other places. I'm also excited to use the laser engraver."*
- *"You guys are the best. I keep telling my daughter she should start coming here. She goes to Glenview because that's where she grew up. But all of you are nice, and it's so easy to find things here!"*



## Programming

- Feedback on Horror Movies in Chicago: Child's Play and The Fury
  - *"I appreciated the presenter's enthusiasm and interest in the subject. Extremely enjoyable!"*
  - *"Another fascinating presentation from Kelli Marshall! Thanks for providing this zoom virtual tour and keep 'em coming!"*
- Feedback on Gangsters and Ghosts: The Haunting of Al Capone
  - *"Troy is so enjoyable to listen to. Also, a great presentation. Have him back."*
  - *"He does a lot of research and good presentation especially with photos"*
- Feedback on Tummy Time Painting
  - *"We came here from Wheeling for your tummy time program. This library has such diverse program offerings!"*
  - *"I love that you open early. Most storytimes are during my baby's nap time."*
- Feedback on Art Play: A parent and child shared this was their first program at the Northfield Library. The family visited over the summer and remembered the cozy feel of the children's area. They plan to attend more programs in the future.
- Feedback on Mixed Media Journaling: A regular attendee loves this so much that she is writing a grant for her school to start a family journaling program.
- Feedback on Family Science: Ghost-Copters
  - *"This is such a cool project."*
  - *"Amelia, look at my ghost-copter!"*
- Feedback on Ghost in the Graveyard Dirt Cups
  - *"This is perfect for (them). Thank you so much."*
  - *"You'll have to tell me when your library does other events after school."*

## **Youth Services**

### Program Feedback

We had a number of compliments on a variety of programs this month. These include:

- Storytimes:
  - *"Have you thought about doing storytimes on the side? You're fun!"*
  - *"Kids need your energy, thank you for 30 minutes of it!"*
  - *"You're happy every time I see you!"*

Teen To-Go Crafts: "These take-home crafts are great! My teen can't wait to try the next one."

Graphic Novel Crew: "My daughter so enjoys a group she can talk to about books! It's the best, thank you!"

Not So Spooky Halloween: "This is the best tradition EVER!!!"


Anything But Brushes: "You guys are always doing creative stuff like this; we love how you keep it fresh!"

Rock N Roll Storytime: "What a treat to have a storytime on Halloween, thank you!"

Scavenger Hunt: "[My kids] love the scavenger hunts, it's so nice to see them this excited about visiting the library."

## Adult Services

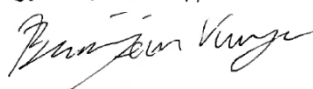
### General Feedback

Librarian Erin received this note from a patron who is representative of the thousands of patrons Erin has connected with for Reader's Advisory services during her many years here! 

Dear Outstanding Librarian,

I wanted to take a moment to thank you for recommending Ender's Game. It was exactly what I needed - a story that was both easy to dive into and deeply engaging. Your suggestion provided me the opportunity to enjoy reading and helped rekindle my love for the art. I'm so grateful for your thoughtfulness and for the way you connect people with books that truly resonate.

With warm appreciation,



Ben Kurpe

### Program Feedback

- Feedback for Great Graves of Illinois: Illinois' Most Storied Cemeteries: "John is so enthusiastic. It's obvious that he puts a lot of thought and effort into his interesting presentations. Thanks so much for inviting him to speak! I really appreciate all the effort you put into bringing wonderful speakers into our area."
- Feedback for Branching Out: A Tree Identification Walk Through Crow Island Woods:
  - "Host Lynn was great. Answered all questions and stayed an extra 45 minutes because group asked so many questions."
  - "Lynn is excellent and so very knowledgeable. She has multiple big and clever little kernels to share. I hope you do more of these kinds of events."
  - "Great program! I hope you will do it again."
- Feedback for Hitchcock: The Master of Suspense with Annette Bochenek:
  - "As a disabled person, I \*always\* appreciate virtual programs even though it's an added expense for the library. Zoom was the single positive that came out of the Pandemic!"
  - "The presentation was very well done - great movie clips and very interesting insights about how various scenes were created. We really enjoyed it!"
  - "I really enjoyed this presentation. This was the subject and style of presentation that could have been another hour long. The photos, videos and commentary were interesting and entertaining. Good job."
  - "I appreciate the walkthrough of Hitchcock's life and movie history! Watching the trailers with the behind-the-scenes information was very interesting! Overall, well-done! Thank you for hosting this virtual session!"
  - "Annette does such a great job. What a fun offering for the spooky season. We would have been sad if we didn't have a chance to view it."
- Feedback for The Happy Invention: History & Significance of Picture Postcards
  - "This gave me new ways to appreciate my great Aunt's postcard album of her trip to Europe before WW I, and my Mother's collection 1930's to the turn of the century. Thank you."

- *"We are so grateful for the variety of online programs!"*
- *"Great program and wonderful speaker who shared her passion and knowledge about how our past was and is being captured."*
- *"Excellent speaker... best program I've seen at the library. Would like to know more about how photos of all these towns were collected by the company... it's given me a project to research!"*
- *"My family saved postcards over the years and I still have them. My sister and I did see the display at the Lake County Museum years ago. I also have an old postcard viewer machine. I remember my dad setting it up in our basement and we would view the enlarged postcards. Those were simpler times. I am glad you still have virtual programs."*
- *"Very well-organized presentation. Gave importance to something I would never have thought of as an historical record."*
- *"I did not know what to expect from this event, although, I will say that I was very amused and entertained by this program! I enjoyed the discussions of the history and culture associated with postcards over time!"*
- **Feedback for Migration Birding Walk:**
  - *"Betsy is great. Bird expert was phenomenal - SOOOO knowledgeable! Great program."*
  - *"Excellent very knowledgeable speaker. He was very patient and did not rush at all. Good length of program. Betsy is fabulous. Smart, enthusiastic and easy to talk to."*
  - *"Adam was great. It was also good to have the staff person from the library there. Adam is very knowledgeable, impressively so. He was very good at informing us about birds, and beyond, that we were seeing. He also has several good tricks and techniques and equipment to do so even better. I would love to do another of these with him sometime in the near future."*
  - *"The walk was wonderful! Adam was very knowledgeable and informative and the weather was perfect. Hope you offer this program again for the spring migration, Red Hill Birding is fantastic!"*
- **Feedback for A Spin Around the Globe: Part 1:**
  - *"Very informative. So glad to have the opportunity to meet Brian Michalski and so grateful that Winnetka Library was able to bring him. I enjoyed hearing about his travels online for so long and it was great to finally meet him in person. Thank you and keep up the great work!"*
  - *"I really enjoyed the program and signed up for the next one. I liked the photography a lot. Going through so many different countries made the program interesting. I liked how the speaker told both positive and negative sides of his experiences with sincerity. Thank you very much for having this program."*
  - *"Loved hearing about the different countries visited; an engaging speaker"*
- **Feedback for Edgar Allan Poe: To Tell a Tale with Terry Lynch:**
  - *"I really enjoyed Terry's acting. He skillfully inserted the stories into his monologue. I have seen him before and he always has a well-crafted show. I definitely want to see more of his shows next year at the library. Thank you."*
  - *"Wonderful portrayal. It was so clever to weave examples of Poe's stories within the biographical presentation."*
  - *"The actor was an incredible actor and the way he wove info about Poe's life and Poe's stories was amazing!"*
  - *"Terry does a great job. At the end he teased us with a bit of his Celtic Halloween program. Maybe you'll consider booking it sometime? I'm looking forward to his 2026 presentations. P.S. I hope I can get to sleep tonight after his spooky stories. LOL"*
- **Feedback for Mysteries of the Cosmos -- Searching for Life Beyond Earth:**
  - *"Well organized, presented, researched. Second one we've seen with presenter. Hope he can do more."*

- *"This program was so amazing! It was done well with the video clips of experts working in the field!!"*
- *"I learned quite a lot and honestly I had no new questions after since they all got answered throughout the zoom."*
- Feedback for Fred Astaire: Style and Grace on Screen:
  - *"She was very knowledgeable about Fred Astaire. I liked her presentation with her "slides" and movie clips. She was comfortable and at ease and I found her easy to listen to and understand. I enjoyed her sense of humor and sharing her personal opinion on the subject."*
  - *"Thank you so much for the informative (I knew nothing) and most excellent presentation! I enjoyed the content, delivery, and how you pulled it all together."*
- Feedback for Halloween Horror Trivia Night:
  - *"Molly and Erin were excellent hosts for a very fun evening. They gave us just the right number of questions (and the questions were a great variety), kept things moving along, cheered us all along, and it was yet another wonderful program from the Winnetka-Northfield Public Library. Please pass on to the Director. This library consistently provides high quality programming. I am continually amazed at the sheer number of programs that are offered, both virtually and in person. Kudos."*
  - *"Thank you so much for making it so fun every year!"*
  - *"Your explanation of what to expect to facilitate participation was excellent and helpful, thank you."*
  - *"Thank you for this fun event - we enjoyed it as a family!"*
- Feedback for Chicago and the North Shore's Unsolved Mysteries:
  - *"I love that I could watch it from home. It was very interesting. Even some stories I never heard of. Thank you very much for having it."*
  - *"Ken was terrific as always. A big thank you to him."*
  - *"He's excellent. Please bring him back."*
  - *"Great coverage of these crimes, happenings. Many ring a bell."*
  - *"Very well researched and presented."*
- Feedback for Movie Stars — Then and Now:
  - *"Ziggy Banas is excellent - always a good program with him - informative, interesting, thought-provoking! Please bring him back for more programs!"*
  - *"Very interesting and well presented."*
  - *"Would enjoy another presentation from him."*

## **Digital Services**

### General Feedback

- Studio Specialist Dennis Tracy assisted a patron on the Creation Station to create a video celebrating the New Trier High School girl's golf team's state trophy win. Dennis provided expert assistance, enabling the patron to successfully capture this achievement.
- *"I haven't been down here! I'm so excited!"*
- *"You guys are so sweet, thank you for all the help!"*
- *"You made my day, thank you for fixing my iPad"*
- *"Everyone here is so helpful and are experts too!"*
- *"I can't believe I got my projects done so fast! I will be coming back with more Christmas present ideas!"*
- *"I felt like I came to an important college class and learned so much!"*
- *"Oh my god, you made my day!"*

- *"Thanks so much for a great class! This was my first time ever coming to the library."*
- *"It's the best part of my day whenever I'm down in The Studio!"*

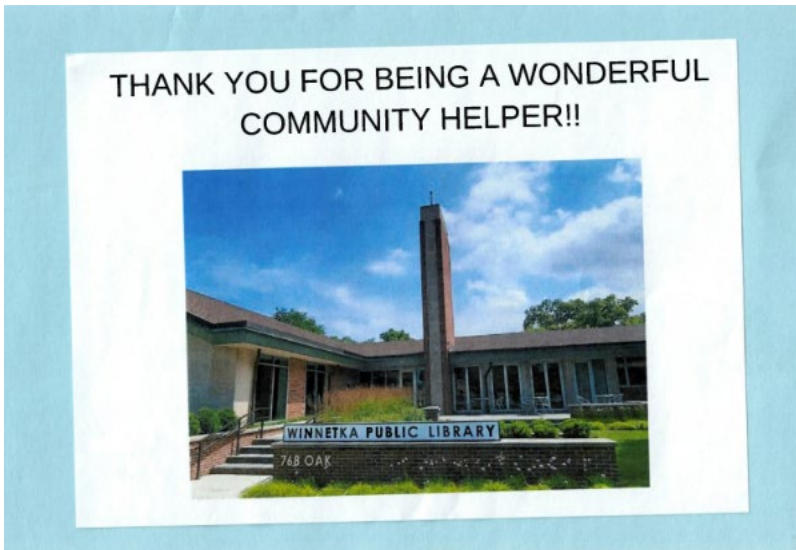
### Programming Feedback

- Feedback for Interpret and Create:
  - *"I love all the craft classes at Winnetka/Northfield! They are inspiring and relaxing! Keep up the great work!"*
  - *"Interesting opportunity to learn more about the artist and freely create with others."*
  - *"It's always a pleasure to be in a class with Annie. I love learning the different craft ideas. Keep up the great work!"*
  - *"Wonderful new ideas to inspire creation"*
- Feedback for Alternatives to Adobe: *"It was very informative. Dennis explained things clearly and I look forward to future classes with him. Keep up the great work!"*
- Feedback for Haunted Wreath:
  - *"Annie does such a great job with the wreath classes. Her creativity is amazing, she's always so helpful and makes the experience so enjoyable! Looking forward to more wreath making classes!"*
  - *"As always, Annie creates amazing fun projects. She is an expert in design and is thoughtful and kind while teaching us the techniques required to complete our wreaths. We learned about the production machines and processes, supply materials and resources. I am delighted Winnetka Northfield Library is prioritizing studio programming. Not only do we have a wonderful make and take session, but we also enjoy coming together and socializing with our neighbors."*
  - *"Another fantastic themed wreath designed by Annie. Now hanging in our family room looking spooktacular. The wreath looks different every time we walk past it and draws us in for a closer look!"*
- Feedback for Wooden Jack – o – lantern:
  - *"Instructor was very knowledgeable!"*
  - *"Love being in classes with Zoe! Her classes are so inspirational, and she is a joy to work with at the library! Keep up the great work!"*
- Feedback for Silver Clay Pendant:
  - *"I loved it! I always learn something new in their classes, and now I know how clay pendants are made. Very educational and always fun!"*
  - *"Introduced to a craft which I didn't even know existed. Having all the tools and materials provided was truly appreciated."*
  - *"Magical! Excellent project and great instruction."*
  - *"The instructor had a calm and patient demeanor. She facilitated an enjoyable experience for all student levels"*
  - *"Beautiful Pendants. Loved the whole process and seeing it come together"*
  - *"This was a unique workshop to learn the basics of silver clay. The instructor was thorough and had a methodical way of working through the steps to help beginners understand what to do to be successful. I was pleasantly surprised with the piece I ended up creating. I am not sure what else could be created with this medium but think that many people would enjoy working with it."*
  - *"This was a great hands-on and engaging experience. The instructor was really helpful and informative - and I learned a lot while having fun trying something totally new."*
- Feedback for Cut the Cord: *"Good work! I need this cord business for all the separate channels I've got going."*
- Feedback on Glow & Etch: Fall Candle Creations: *"That was so fun. Thank you!"*

## Patron Services

### General Feedback

A teacher with autistic students came into the library to ask where the best place was for her group to work (i.e., where they could talk and make a little noise without disturbing other patrons). We directed her to an area by the windows in our DVD area and arranged some tables and chairs for them. The teacher thanked us and said she was delighted that her group—who tend to interact with each other at both a high volume and high energy level—was so warmly welcomed into the library. The students even made us the card below to say thank you!





**TAX LEVY ORDINANCE  
ORDINANCE NO. 2025-2026/3**

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT  
COOK COUNTY, ILLINOIS**

**FISCAL YEAR JULY 1, 2025 TO JUNE 30, 2026**

This Ordinance constitutes the Tax Levy Ordinance of the Winnetka-Northfield Public Library District, Cook County, Illinois, for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**Section 1:** Ordinance 2025-2026/2 (Budget & Appropriation Ordinance) is incorporated by reference.

**Section 2:** A tax in the sum of \$5,256,437.00 is levied upon all taxable property within the District, said tax levied to defray expenses and liabilities of the District for the fiscal year beginning July 1, 2025 ending June 30, 2026 for the specific objects and purposes indicated as follows:

A. <u>CORPORATE FUND</u>		<u>Levy</u>
1. Personnel Expenses		\$3,064,750
2. Administrative Services		\$327,343
3. IT Services		\$280,000
4. Materials		\$840,750
5. Programming		\$109,100
6. Capital Outlay		\$156,191
	TOTAL	\$4,778,134
B. <u>SPECIAL RESERVE FUND</u>		<u>Levy</u>
1. Capital Outlay		\$0
	TOTAL	\$0
C. <u>SPECIAL FUNDS</u>		<u>Levy</u>
1. Unemployment Insurance Fund		\$1
2. Building & Equipment (.02%)		\$478,302
	TOTAL	\$478,303
		<u>Summary</u>
Total Appropriation		\$11,171,769
Appropriated From Sources Other Than Taxation		\$5,915,332
Total Levy- General Fund (\$4,778,134) & Special Funds (\$478,303)		\$5,256,437

**Section 3:** The Board Secretary is hereby directed to file a certified copy of this Ordinance with the County Clerk of Cook County within the time specified by law.

**Section 4:** The Board Secretary shall publicly post this Ordinance in the main office of the Library District.

**Section 5:** This Ordinance shall be in full force and effect from and after its passage.

Passed November 17, 2025, pursuant to a roll call vote as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Laura Freechack | President  
Board of Library Trustees  
Winnetka-Northfield Public Library District

ATTEST:

\_\_\_\_\_  
Sarah Tegel | Secretary  
Board of Library Trustees  
Winnetka-Northfield Public Library District

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT**

**CERTIFICATE OF COMPLIANCE  
WITH TRUTH IN TAXATION LAW**

I, Laura Freechack, certify that I am the President of the Board of Library Trustees of Winnetka-Northfield Public Library District

I further certify that the attached Ordinance No. 2025-2026/3 (Tax Levy Ordinance) was adopted in compliance with the provisions of the Truth in Taxation Law, 35 ILCS 200/18-55 *et seq.*

This Certificate applies to the 2025 levy.

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Laura Freechack | President  
Board of Library Trustees  
Winnetka-Northfield Public Library District

Date signed: November 17, 2025

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT  
ORDINANCE NO. 2025-2026/3**

**ANNUAL ORDINANCE AUTHORIZING  
PUBLIC LIBRARY DISTRICT NON-RESIDENT CARDS**

**WHEREAS**, the Winnetka-Northfield Public Library District (“The District”) is a tax-supported Public Library District; and

**WHEREAS**, people residing within the jurisdictional boundaries of The District pay taxes to support the library, and so need pay no additional fee to be eligible to receive a library card; and

**WHEREAS**, PA 92-0166 stipulates that “A person residing outside of a public library service area must apply for a non-resident card at the public library located closest to the person’s principal residence”; and

**WHEREAS**, the Office of the Illinois Secretary of State has issued regulations defining the “closest public library” and also providing three formulae which public libraries can use to determine the non-resident fee; and

**WHEREAS**, the Board of Library Trustees of The District has determined for its 2025-2026 fiscal year, commencing July 1, 2025, and ending June 30, 2026, to participate in the non-resident reciprocal borrowing program of its regional library system and to issue non-resident library cards;

**NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF LIBRARY TRUSTEES OF THE DISTRICT** as follows:

**Section 1:** Individuals residing beyond the jurisdictional boundaries of The District and not residing within the boundaries of another public library and owning no taxable property within the jurisdictional boundaries of The District, may purchase a nonresident fee card for the fee calculated according to the Tax Bill Method (23 Ad. Code 3050.60{b}).

**Section 2:** Individuals residing beyond the jurisdictional boundaries of The District, but owning (as an individual, a partner, the principal stockholder, or other joint owner) taxable property within the jurisdictional boundaries of The District, or serving as a Senior Administrative Officer of a firm, business, or other corporation owning taxable property within the jurisdictional boundaries of The District, notwithstanding anything to the contrary in this Ordinance, may obtain one (1) non-resident library card without payment of the non-resident fee upon presentation of the most recent tax bill upon that taxable property; provided, however, that in no event shall the privileges and use of the library be extended to more than

one (1) individual non-resident for each parcel of taxable property. Each non-resident library card issued pursuant to this Section is limited to the exclusive use of the individual whose name appears on its face.

**Section 3:** The Executive Director of The District shall notify the regional library system in writing within 30 days of the adoption of this Ordinance, stating (a) the effective date of this Ordinance, (b) the beginning and ending dates of the 12-month period of validity for non-resident library cards issued pursuant to this Ordinance, and (c) the fee formula as set forth herein.

**Section 4:** The District shall continue to honor all non-resident library cards heretofore issued by The District, for the full term of purchase.

**Section 5:** The District shall cooperate with other participating area public libraries and the regional library system and adjacent regional library systems to determine the appropriate non-resident service areas, as stated in 23 Ad. Code 3050.25.

**Section 6:** The Policy of The District for service to non-residents, including a description of The District's service areas and the methods of calculating fees, shall be available for public inspection at the library.

**Section 7:** A valid non-resident library card issued by The District pursuant to this Ordinance shall accord a non-resident library cardholder all the services which The District provides to its residents, including reciprocal borrowing privileges.

**Section 8:** No non-resident is eligible to receive a "local use" library card from The District.

Adopted by the Board of Trustees of the Winnetka-Northfield Public Library District, Cook County, Illinois, on the 17<sup>th</sup> day of November 2025 by a vote of:

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED by the Board of Library Trustees of the Winnetka-Northfield Public Library District.

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Laura Freechack  
President, Board of Library Trustees  
Winnetka-Northfield Public Library District  
Cook County, Illinois

ATTEST:

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Sarah Tegel  
Secretary, Board of Library Trustees  
Winnetka-Northfield Public Library District  
Cook County, Illinois