

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

May 19, 2025

**I. Call to Order**

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

**II. Roll Call**

Present were Trustees Matt Kinnich, Sarah Munoz, Ranjini Shankar, Thomas Sundell, Laura Freechack, and Sarah Tegel; Board President Melissa Mitchell; and Library Executive Director Monica Dombrowski.

Present were Trustee-elect, Lindsay Jenkins, and incoming appointed Trustee, Jenny Fisher.

Present were library employees Mark Swenson and Anna Karwowska.

Present was Winnetka resident Jude Offerle.

**III. Organizational Meeting of the Board**

• *Oaths of Office for Elected Trustees*

Board Secretary Thomas Sundell administered the Oath of Office to elected Trustees Lindsay Jenkins, Sarah Munoz and Sarah Tegel, and appointed Trustee Jenny Fisher.

• *Ordinance to Declare a Vacancy & Appoint a New Trustee*

Acting President Shankar read the Ordinance to Declare a Vacancy and Appoint a New Trustee. The Ordinance was adopted on voice vote.

• *Oath of Office for Appointed Trustee*

Acting President Shankar noted that the Oath of Office had already been administered to appointed Trustee, Jenny Fisher.

• *Election of Board Officers*

Acting President Shankar called for nominations for the office of Board President. Trustee Tegel nominated Trustee Freechack, and the nomination was seconded by Trustee Munoz. The election was confirmed by unanimous voice vote.

President Freechack called for nominations for the office of Board Vice President. Trustee Shankar self-nominated, and the nomination was seconded by Trustee Kinnich. The election was confirmed by unanimous voice vote.

President Freechack called for nominations for the office of Board Secretary. Trustee Tegel self-nominated, and the nomination was seconded by Trustee Shankar. The election was confirmed by unanimous voice vote.

President Freechack called for nominations for the office of Board Treasurer. Trustee Shankar nominated Trustee Kinnich, and the nomination was seconded by Trustee Munoz. The election was confirmed by unanimous voice vote.

- *Appointment of Village Liaisons*

Trustee Fisher was named Winnetka liaison, and Trustee Jenkins was named Northfield liaison.

**IV. Roll Call**

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

**V. Public Comment**

Winnetka resident Jeffrey Liss offered a message of congratulations to the new trustees and officers.

**VI. Approval of Minutes**

- *Approve April 21, 2025 Regular Meeting Minutes*

President Freechack announced approval of the April 21, 2025 Regular Meeting Minutes.

**VII. Financial Report**

- *Review April 2025 Financial Statements*

Outgoing Treasurer Munoz and new Treasurer Kinnich presented the April 2025 Financial Statement as included in the board packet for May 19, 2025. Trustee Kinnick also reported on recent investments and Executive Director Dombrowski reported on the annual Friends of the Library donation.

**VIII. Library Reports**

- *Director's Report*

Exec. Director Dombrowski presented the May 2025 Director's Report, which was included in the board packet for May 19, 2025.

- *President's Report*

President Freechack noted that the Winnetka Caucus spring town hall event had taken place and featured presentations from all four village board presidents. She also asked for library table volunteers for the upcoming Winnetka Children's Fair on June 6.

- *Winnetka Report*

Trustee Tegel noted that Robert Dearborn is the new Winnetka village president. She shared that the IMEA contract discussion regarding electricity supply to the village after 2035 is still ongoing.

- *Northfield Report*

Trustee Kinnich shared that new Northfield village trustees are supportive of library initiatives. There is a scheduled meet-and-greet event on May 20 for the new trustees. Trustee Shankar shared that the Northfield Schools PTO is sourcing speakers for events.

## **IX. Unfinished Business**

- *Update on Winnetka & Northfield Building Projects*

Exec. Director Dombrowski shared that the Northfield building roof repair project is nearly complete and that an RFP from among the four received by the Village of Northfield for the Library District's expansion project is expected to be presented to the Northfield Village Trustees at their June meeting. The planned Winnetka space improvements are scheduled to begin May 29 and are expected to be completed by early fall.

- *Discussion & Approval of FY25-30 Strategic Plan*

Exec. Director Dombrowski presented data from the library and Winnetka caucus surveys that support the FY25-30 strategic plan priorities, as requested by trustees at the April regular board meeting. Following discussion, the FY25-30 Strategic Plan was approved on motion of Trustee Shankar and by voice vote.

## **X. New Business**

- *Discussion & Approval of FY25-26 District Closure Dates*

Exec. Director Dombrowski presented a draft list of district closure dates for FY25-26. Following discussion, the FY25-26 District Closure Dates were approved on motion by Trustee Munoz and by voice vote.

## **XI. Communications**

The Library will be closed on Sunday, May 25, and Monday, May 26, in observance of Memorial Day.

A study session on the FY25-26 Working Budget will be held on Monday, June 2, at the Northfield Library at 7 p.m.

The next regular meeting will be held on Wednesday, June 18, at 7 p.m. at the Northfield Library.

## **XII. Public Comments**

No public comment.

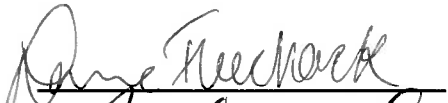
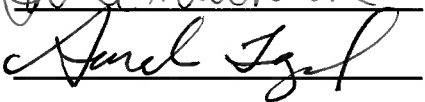
**XIII. Adjournment**

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

The motion passed on voice vote and President Freechack adjourned the meeting at 8:06 p.m.

Respectfully submitted,

Sarah Tegel  
Board Secretary

Laura Freechack, President

Sarah Tegel, Secretary