

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

October 17, 2022

I. Call to Order

The meeting was held at the Winnetka Library, 768 Oak St, Winnetka, Illinois. President Mitchell called the meeting to order at 7:02 p.m. A quorum was present.

II. Roll Call

Present: Trustees Ranjini Shankar, Thomas Sundell, Katherine Casale MacNally, Sarah Munoz, Deborah Vandergrift, Travis Gosselin and Board President Melissa Mitchell; and Library Director Monica Dombrowski.

Absent:

Present were library employees Nicola White (Business Services Coordinator), Mark Swenson (Information Technology Manager), and Anna Karwowska (Youth Services Manager). Present was Mary Trieschmann from the Winnetka Historical Society. Present was Winnetka resident Jeffrey Liss.

III. Public Comments

No public comments.

IV. Approval of Minutes

- Approve Minutes of the September 19, 2022 Special Meeting
- Approve Minutes of the September 19, 2022 Regular Meeting

President Mitchell announced the approval of the September 19, 2022 Special Meeting Minutes and the September 19, 2022 Regular Meeting Minutes.

V. Financial Report

Trustee Vandergrift and Director Dombrowski presented the September 2022 Financial Statements.

VI. Library Report

LIBRARY DIRECTOR'S REPORT:

Director Dombrowski presented the September 2022 Director's Report, which is included in the October 2022 Board Packet.

VII. Liaisons to Other Organizations-Reports

- *Winnetka Village*- President Mitchell reported that trick-or-treating will be on October 31st from 3 p.m. – 7 p.m. Trustee Casale MacNally reported business-related crime in the area, and Trustee Gosselin reported that some checks have gone missing in the mail in the area.
- *Northfield Village*- Trustee Munoz reported that trick-or-treating will be on October 31st from 3 p.m. – 7:30 p.m. She also reported that the Autumn Market will be on November 11, 2022 from 4 p.m. – 9 p.m. and November 12, 2022 from 10 a.m. – 5 p.m at the Clarkson Park Lodge.

VIII. Unfinished Business

- *Reconsideration of Committees*

A MOTION to Disband All Standing Committees was made by Trustee Gosselin.

The MOTION passed on a voice vote.

- *Discussion & Approval of Revised Circulation Policy*

A MOTION to Approve the Revised Circulation Policy as amended during the meeting was made by Trustee Munoz.

The MOTION passed on a voice vote.

- *Presentation & Discussion re: Winnetka Talk Digitization Project*

Mary Trieschmann from the Winnetka Historical Society presented an update on the Winnetka Talk Digitization Project.

A MOTION to Move Forward with the Expenditure of \$230,000 for Digital Archive Group to Perform the Digitization of the Winnetka Talk was made by Trustee Casale MacNally.

ROLL CALL VOTE:

AYES: Trustees Shankar, Sundell, Casale MacNally, Munoz, Vandergrift, Gosselin

ABSENT/ABSTAINING:

MOTION CARRIED

IX. New Business

- *Strategic Plan Quarterly Update*

Director Dombrowski presented the strategic plan updates from the first quarter of the 2022/2023 fiscal year.

- *Serving Our Public Standards 4.0 Audit/Review*
Director Dombrowski reviewed the district's audit from the Illinois Library Association Serving Our Public Standards 4.0.
- *Discussion on Draft Levy Ordinance*
Director Dombrowski presented the Draft Levy Ordinance for the 2022/2023 fiscal year.
- *Discussion & Vote on Resolution to Determine Estimate of Funds Needed for Fiscal Year 2022-2023*
A MOTION to Approve the Resolution to Determine Estimate of Funds Needed for Fiscal Year 2022-2023 was made by Trustee Casale MacNally.

ROLL CALL VOTE:

AYES: Trustees Gosselin, Vandergrift, Munoz, Casale MacNally, Sundell, Shankar

ABSENT/ABSTAINING:

MOTION CARRIED

X. Communications

- *The next regular meeting will be held on Monday, November 14th at 7 p.m. at the Winnetka Branch.*

XI. Public Comments

Winnetka resident Jeffrey Liss commented on the Winnetka Talk Digitization Project, the Serving Our Public Standards 4.0 audit, and the Facility Feasibility Study.

XII. Adjournment

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

The MOTION passed on a voice vote and President Mitchell adjourned the meeting at 9:09 p.m.

Respectfully submitted,

Nicola White
Recording Secretary

Melissa Mitchell Melissa Mitchell, President

Thomas K Sundell Thomas Sundell, Secretary