

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

December 12, 2022

I. Call to Order

The meeting was held at the Northfield Library, 1785 Orchard Ln, Northfield, Illinois. President Mitchell called the meeting to order at 7:02 p.m. A quorum was present.

II. Roll Call

Present: Trustees Matt Kinnich, Deborah Vandergrift, Thomas Sundell, Sarah Munoz, Ranjini Shankar and Board President Melissa Mitchell; and Library Director Monica Dombrowski.

Absent: Trustee Travis Gosselin

Present were library employees Nicola White (Business Services Coordinator), Mark Swenson (Information Technology Manager) and Sarah Quish (PR & Marketing Manager). Present were Raj Nagaraja, Janet Troher, and Chris McClure from ATA Group. Present was John Harris from a5. Present was Winnetka resident Marc Hecht.

III. Public Comments

No public comments.

IV. Approval of Minutes

- Approve Minutes of the November 14, 2022 Regular Meeting

President Mitchell announced the approval of the November 14, 2022 Regular Meeting Minutes.

V. Financial Report

Trustee Deborah Vandergrift and Director Dombrowski presented the November 2022 Financial Statements.

VI. Library Report

LIBRARY DIRECTOR'S REPORT:

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

VII. Liaisons to Other Organizations-Reports

- *Winnetka Village*- President Mitchell reported that utility costs will be increasing in the Village, and that students will be out of school the week between Christmas and New Years and the first week of January. Director Dombrowski reported that Chief Hornstein is retiring.
- *Northfield Village*- Trustee Munoz stated that there is nothing to report.

VIII. Unfinished Business

- *Update on Winnetka Talk Digitization Project*
Director Dombrowski reported that she signed the digitization contract; the project is estimated to be completed in 9 – 12 months.

IX. New Business

- *FY21-22 Audit Presentation*
Raj Nagaraja, Janet Troher, and Chris McClure from ATA Group presented the audit results for Fiscal Year 2021-2022. The District was given a clean opinion.
- *Branding Project Presentation*
John Harris from a5 presented the new library brand platform.
- *Assignment of Two Trustees to Review Closed Session Recordings and Summaries*
Trustees Sundell and Kinnich were assigned to review the closed session recordings and summaries.

X. Communications

- *The next regular meeting will be held on Monday, January 16th at 7 p.m. at the Winnetka Branch.*
- *The library will be closed on Saturday, December 24th and Sunday, December 25th for the Christmas holiday and on Saturday, December 31st and Sunday, January 1st for the New Year holiday.*

XI. Public Comments

Winnetka resident Marc Hecht commented on the open and closed session records and minutes.

XII. Adjournment

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

