

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

May 16, 2022

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 7:02 p.m. A quorum was present.

II. Roll Call

Present: Trustees Travis Gosselin, Thomas Sundell, Katherine Casale MacNally, Todd Van Neck, Deborah Vandergrift, and President Melissa Mitchell; and Library Director Monica Dombrowski.

Absent: Trustee Sarah Munoz

Present were library employees Nicola White (Business Services Coordinator) and Mark Swenson (Information Technology Manager). Present were Mary Trieschmann, Peter Butler, Holly Marihugh, Helen Weaver, Susan Sullivan, Peter Tyor, and Christine Murdoch from the Winnetka Historical Society / Winnetka Historical Society Board. Present were Winnetka residents Jean-Paul Ruiz-Funes, Vicki Apatoff, Kim Handler, Marc Hecht, and Jeffrey Liss.

III. Public Comments

Holly Marihugh, Helen Weaver, Susan Sullivan and Peter Tyor from the Winnetka Historical Society Board commented on the Winnetka Talk digitization project proposal.

Winnetka resident Jean-Paul Ruiz-Funes commented on the draft FY22-23 working budget.

IV. Approval of Minutes

- Approve Minutes of the April 18, 2022 Regular Meeting
- Approve Minutes of the May 2, 2022 Budget Study Session

President Mitchell announced the approval of the April 18, 2022 Regular Meeting Minutes and the May 2, 2022 Budget Study Session Minutes given the following corrections:

- Correct the name of an attendee in the April minutes
- Adjust the title to a finance committee meeting in the May minutes

V. Financial Report

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

VI. Library Report

LIBRARY DIRECTOR'S REPORT:

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

VII. Liaisons to Other Organizations-Reports

- *Winnetka Village*- President Mitchell reported that the Village of Winnetka is exploring ideas such as a community outdoor space in replacement of the Post Office. Trustee Casale MacNally reported that the Winnetka Farmers Market will be on Saturdays from 7:30 a.m. – 12:30 p.m. in the train station parking lot.
- *Northfield Village*- Trustee Munoz was absent; nothing to report.

VIII. Unfinished Business

IX. New Business

- *Digitization Partnership with Winnetka Historical Society*
Peter Butler and Mary Trieschmann from the Winnetka Historical Society presented their proposal for the library to partner with them on a digitization project of the Winnetka Talk.

Director Dombrowski will reach out to the Wilmette Library and the District's attorney for more information on the process of the potential partnership.

- *Discussion & Vote on FY22-23 Working Budget*
Director Dombrowski presented the FY22-23 working budget.

A MOTION was made by Trustee Vandergrift to approve the FY22-23 Working Budget.

ROLL CALL VOTE:

AYES: Trustees Gosselin, Sundell, Casale MacNally, Van Neck and Vandergrift

NAYS:

ABSENT/ABSTAINING: Trustee Munoz

MOTION CARRIED

- *Discussion & Vote on Updating Trustee Bylaws*

President Mitchell suggested the trustees review the current bylaws and consider how they would like to handle partial officer terms going forward so that the bylaws can be updated to reflect that decision.

Director Dombrowski will reach out to neighboring libraries to see how they handle partial officer terms, and the trustees will propose any revisions to the bylaws in email to President Mitchell.

The Board will discuss any potential updates to the bylaws during Unfinished Business at the June meeting.

- *Review Draft Ordinance Board Meeting Schedule for FY22/23*

The Board reviewed the proposed meeting dates and decided to hold meetings at the Northfield Library every third month, and also adjusted the meeting dates in December, November, and March.

- *Committee Updates*

Personnel Committee:

Trustee Van Neck reported that at the June meeting there will be a closed session without Director Dombrowski for the trustees to deliberate on her annual review.

Community Engagement Committee:

Trustees Sundell and Munoz have begun creating a list of community organizations and have drafted a communication that they will send out.

X. Communications

- *The next regular meeting will be held on Monday, June 20th at 7 p.m. at the Northfield Branch.*

XI. Public Comments

Winnetka residents Kim Handler, Vicki Apatoff, and Jeffrey Liss commented on the Winnetka Talk digitization project proposal.

Winnetka resident Marc Hecht commented on the Library Park land.

XII. Adjournment

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

President Mitchell adjourned the meeting at 8:57 p.m.

Respectfully submitted,

Nicola White
Recording Secretary


Melissa Mitchell, President


Thomas Sundell, Secretary