

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF A STUDY SESSION
OF THE BOARD OF TRUSTEES**

June 5, 2019

I. Call to Order

The meeting was held at the Winnetka Library, 768 Oak Street Winnetka, Illinois. President Ruiz-Funes called the meeting to order at 7:03 p.m. A quorum was present.

II. Roll Call

Present: President Jean-Paul Ruiz-Funes, and Trustees Suzie Shoup, Deborah Vandergrift, Travis Gosselin and Kathleen Reichert; and Library Director Rebecca Wolf.

Absent: Trustees Raheela Anwar and Brian Schmisek

Present was library employee Nicola White (Administrative Assistant). Present was Winnetka resident Jeffrey Liss.

III. Public Comments

No public comments.

IV. Presentation of Library District Overview by Director Wolf

Director Wolf provided the trustees with training documents and information about the Winnetka-Northfield Public Library District through the Board's ShareDrive. She also reviewed the Freedom of Information Act and the Open Meetings Act with the trustees.

V. Presentation of Library Trustee Training by Nancy Sylvester

Team/Leadership Specialist and Professional Parliamentarian, Nancy Sylvester, attended the meeting to provide trustee training to the Board. She went over boardsmanship which included topics such as board basics, board governing documents, fiduciary duty, and board/staff relationships. She also reviewed topics of parliamentary procedure.

VI. Discussion to Fill Trustee Vacancy

Director Wolf stated that Trustee Schmisek has resigned his trustee position because he will be accepting a new position that is out of state. The Board will discuss declaring a vacancy at the June 17, 2019 Regular Board Meeting.


VII. Public Comments

No public comments.


VIII. Adjournment

There being no further business to come before the Board, President Ruiz-Funes adjourned the meeting at 9:24 p.m.

Respectfully submitted,
Nicola White
Recording Secretary



Jean-Paul Ruiz-Funes, President



Suzanne Shoup, Secretary