

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

September 18, 2023

**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 7:04 p.m. A quorum was present.

**II. Roll Call**

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

Present was library employee Mark Swenson (IT Manager).  
Present were Northfield residents Matt Galin and Tracey Mendrek.

**III. Public Comments**

No public comments.

**IV. Approval of Minutes**

*Approve minutes of the August 21, 2023 regular meeting.*

President Mitchell announced approval of the August 21, 2023 Regular Meeting Minutes.

**V. Financial Report**

Trustee Munoz and Director Dombrowski presented the August 2023 Financial Statement.

**VI. Library Reports**

*Library Director's Report*

Director Dombrowski presented the August 2023 Director's Report, which was included in the September 2023 board packet.

*Board President's Report*

President Mitchell had nothing to report.

**VII. Liaison Reports**

*Winnetka Village* – Trustee Gosselin urged participation in the Winnetka Caucus Survey

*Northfield Village* – Trustee Kinnich reported on the limited mention at the Village board meeting regarding the Northfield Library.

## **VIII. Unfinished Business**

- *East Lawn Sign Update*  
Director Dombrowski provided an update on the completion of the Winnetka branch signage.
- *Northfield Library Update and Discussion*  
President Mitchell stated the current status of the Northfield Library negotiations with the Village of Northfield. In the ensuing discussion, the next step was agreed to be securing a nine-month extension of the current lease, with direction to Director Dombrowski to pursue that extension by call and in writing in the established channel with the interim village manager and copying the village's special project manager. With respect to the long-term lease negotiations, direction was given to Director Dombrowski for the respective roles of the realtor and the attorney, with the attorney to take the lead in those negotiations, as well as confirming the content for a second letter of intent, which responds to the village response to the first letter of intent.

## **IX. New Business**

- *Discussion and vote on L. Garcia Artwork Donation*  
As included in the board meeting packet, Director Dombrowski presented the images of the artwork under consideration. Confirming that the donation is unconditional, and that Director Dombrowski would confirm the library policy on donations with the L. Garcia and on motion by Trustee Vandergrift, the donation was approved by the board vote, with which two of the four artworks under consideration to be donated to be decided by L. Garcia.
- *Discussion and vote on Social Media Policy*  
The board discussed the draft of the Social Media Policy, confirming legal review of the policy, and requested specific amendments to the policy. On motion by Trustee Gosselin that the amended Social Media Policy be accepted, it was approved by the board vote.

## **X. Communications**

The next regular meeting of the board will be held on Monday, October 16<sup>th</sup> at 7 p.m. at the Winnetka Library.

## **XI. Public Comments**

No public comments.

## **XII. Adjournment**

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

The Motion passed on voice vote and President Mitchell adjourned the meeting at 8:52 p.m.

Respectfully submitted,

Thomas Sundell  
Board Secretary

Melissa Mitchell Melissa Mitchell, President

Thomas Sundell Thomas Sundell, Secretary