

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

May 15, 2023

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 7:01 p.m. A quorum was present.

II. Roll Call

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

Absent:

Present were library employees Nicola White (Business Services Coordinator) and Mark Swenson (IT Manager). Present was Winnetka resident Jeffrey Liss.

III. Public Comments

Winnetka resident Jeffrey Liss thanked the board for their work this past year and wished everyone well.

IV. Approval of Minutes

- Approve Minutes of the April 17, 2023 Regular Meeting
- Approve Minutes of the May 1, 2023 Special Meeting

President Mitchell announced the approval of the April 17, 2023 Regular Meeting Minutes and the May 1, 2023 Special Meeting Minutes.

V. Financial Report

Trustee Vandergrift and Director Dombrowski presented the April 2023 Financial Statements.

VI. Library Report

LIBRARY DIRECTOR'S REPORT:

Director Dombrowski presented the April 2023 Director's Report, which is included in the May 2023 Board Packet.

BOARD PRESIDENT'S COMMENTS:

None.

VII. Liaisons to Other Organizations-Reports

- *Winnetka Village*- President Mitchell reported that the Winnetka Farmer's Market is kicking off June 3rd, the Children's Fair will be June 9th and 10th, and the Winnetka Caucus Town Hall meeting will be on May 18th at 6:30 p.m.
- *Northfield Village*- Trustee Munoz reported that the Northfield Market & Music starts on June 14th, and the Sunset Ridge School District Fun Fair is on June 7th. She also reported that a Northfield Sidewalk Committee has been formed in the Village, and at the Northfield Village Board meeting they stated that a Northfield Library renovation is in the works. Trustee Kinnich reported that the Northfield Village is also working on re-energizing the parks and park facilities.

VIII. Unfinished Business

IX. New Business

- *Approval of the FY23-24 Library Budget*
A MOTION to Approve the FY23-24 Library Budget was made by Trustee Gosselin.

ROLL CALL VOTE:

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

ABSENT/ABSTAINING: Trustee Kinnich

NAYS: 0

MOTION CARRIED

- *Organizational Meeting of the Library Board*
 - Oaths of Office for Incoming Trustees
 - Trustee Sundell swore in incoming trustees Travis Gosselin, Deborah Vandergrift, and Ranjini Shankar.
 - Election of Officers to Two-Year Terms
 - For the office of President, Trustee Munoz nominated Trustee Mitchell.

A MOTION to Elect Trustee Mitchell to the Office of President was made by Trustee Munoz.

ROLL CALL VOTE:

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

ABSENT/ABSTAINING: Trustee Kinnich

NAYS: 0

MOTION CARRIED

- For the office of Vice President, Trustee Gosselin nominated Trustee Shankar.

A MOTION to Elect Trustee Shankar to the Office of Vice President was made by Trustee Gosselin.

ROLL CALL VOTE:

AYES: Trustees Sundell, Vandergrift, Munoz,
Mitchell, Gosselin

ABSENT/ABSTAINING: Trustee Kinnich

NAYS: 0

MOTION CARRIED

- For the office of Treasurer, Trustee Vandergrift nominated Trustee Munoz.

A MOTION to Elect Trustee Munoz to the Office of Treasurer was made by Trustee Vandergrift.

ROLL CALL VOTE:

AYES: Trustees Shankar, Vandergrift, Mitchell,
Gosselin, Sundell

ABSENT/ABSTAINING: Trustee Kinnich

NAYS: 0

MOTION CARRIED

- For the office of Secretary, Trustee Munoz nominated Trustee Sundell.

A MOTION to Elect Trustee Sundell to the Office of Secretary was made by Trustee Munoz.

ROLL CALL VOTE:

AYES: Trustees Vandergrift, Munoz, Mitchell,
Gosselin, Shankar

ABSENT/ABSTAINING: Trustee Kinnich

NAYS: 0

MOTION CARRIED

- Community Liaison Appointments
 - President Mitchell appointment Trustee Gosselin as the Winnetka Liaison and Trustee Kinnich as the Northfield Liaison.

- *Director Annual Review Process*
Trustees Munoz and Sundell agreed to lead the annual review process for Director Dombrowski; the Board will discuss further in closed session at the June 19, 2023 Regular Meeting.

X. Communications

- *The Library will be closed on Sunday, May 28th and Monday, May 29th in observance of Memorial Day.*
- *The next regular meeting will be held on Monday, June 19th at 7 p.m. at the Northfield Library.*

XI. Public Comments

Winnetka resident Jeffrey Liss commented on the use of the phrase “Independence Day” instead of “Fourth of July” in library communications surrounding the holiday.

XII. Adjourn to Closed Session

- **Closed Session**
5 ILCS 120/2(c)(5): To consider the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

A MOTION to adjourn to closed session was made by Trustee Vandergrift.

The MOTION passed on a voice vote and President Mitchell adjourned to closed session at 7:39 p.m.

XIII. Return to Open Session

Trustee Sundell swore in incoming Trustee Kinnich.

XIV. Adjournment

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

The MOTION passed on a voice vote and President Mitchell adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Nicola White
Recording Secretary

 Melissa Mitchell, President
 Thomas Sundell, Secretary