

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

May 20, 2019

I. Call to Order

The meeting was held at the Winnetka Library, 768 Oak Street Winnetka, Illinois. President Johnson called the meeting to order at 6:45 p.m. A quorum was present.

II. Roll Call

Present: President Brian Johnson, and Trustees Jean-Paul Ruiz-Funes, Suzie Shoup, Keta McCarthy, Lois Neustadt and Kathleen Reichert; and Library Director Rebecca Wolf.
Absent: Trustee Raheela Anwar

III. Adjourn to Closed Session

A MOTION was made by Trustee McCarthy to adjourn to Closed Session per 5 ILCS 120/2(c)(1): To consider the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the library district, and seconded by Trustee Ruiz-Funes.

The MOTION passed on a voice vote and President Johnson adjourned to a Closed Session at 6:46 p.m.

IV. Return to Open Session

The meeting returned to open session at 7:09 p.m.

Present were library employees: Nicola White (Administrative Assistant), Sarah Quish (Head of Communications and Marketing) and Stephanie Girardi (Collection Services Acquisitions Associate). Present were trustee elects Deborah Vandergrift, Travis Gosselin and Brian Schmisek. Present were Winnetka residents Jeffrey Liss and Elijah Wilde. Present was Nancy Fox from the League of Women Voters.

V. Public Comments

No public comments.

VI. Vote to Approve Consent Agenda

- Approval of Minutes of April 15, 2019 Regular Meeting
- Approval of Minutes of May 1, 2019 Study Session

A MOTION was made by Trustee Reichert to approve the Consent Agenda given the corrections and seconded by Trustee Shoup.

The MOTION passed on a voice vote.

VII. Financial Report

Trustees discussed the financial reports.

A MOTION was made by Trustee McCarthy to approve the April 2019 Financial Statements and seconded by Trustee Reichert.

The MOTION passed on a voice vote.

VIII. Library Report

BOARD PRESIDENT'S REPORT:

President Johnson announced that he attended the League of Women Voters annual dinner as a spousal member. He stated that Nancy Fox and Kaya Rubinstein both gave presentations and commented favorably on the Library. Rubinstein noted in her presentation that the Northfield Branch Library is different from the Winnetka Library, and therefore does not need to have the same modern feel. President Johnson stated that this was a reminder of the unique character of the Northfield Branch.

Trustee Reichert stated that she gave a presentation at the Winnetka Town Hall meeting and was well-received. She presented on the renovations and the patio project, and she believes people were impressed that they are improving the visibility of the Library.

LIBRARY DIRECTOR'S REPORT:

Director Wolf reported:

- Patio project has moved along to the bidding process.
- Product Architecture + Design will return to the Board in July with more options and prices for the Northfield Branch remodel.
- Staff attended the Reaching Forward conference and had a great time. She stated that staff brought back ideas that they are excited to implement at the Library.
- Head of Youth Services Sheila Cody has resigned her position and will not be returning to the District after her leave.
- Circulation is doing well, and study room usage was higher in April than in January.

IX. Liaisons to Other Organizations-Reports

- *RAILS* - Director Wolf stated that there is nothing new to report on RAILS.
- *Winnetka Village*- Trustee Reichert stated that the Village has approved One Winnetka.
- *Northfield Village*- Trustee Neustadt stated the Village of Northfield is swearing in three new board members. She stated that the Happ Road Study is still in progress. Trustee Neustadt also stated that the Park District received a grant and will be starting renovations on Clarkson Park. There will be community open houses on May 22, 2019 and May 30, 2019 to discuss the project.

X. Unfinished Business

- *Discussion and Vote on Fiscal Year 2019-2020 Working Budget*
A MOTION was made by Trustee McCarthy to approve the Fiscal Year 2019-2020 Working Budget and seconded by Trustee Reichert.

ROLL CALL VOTE

AYES: Trustees Johnson, Neustadt, McCarthy, Reichert, Ruiz-Funes, and Shoup

NAYS:

ABSENT: Trustee Anwar

MOTION CARRIED

XI. New Business

- *Discussion and Vote on New Facilities Management Service*
A MOTION was made by Trustee Reichert to approve the New Facilities Management Service and seconded by Trustee Neustadt.

ROLL CALL VOTE

AYES: Trustees Johnson, Neustadt, McCarthy, Reichert, Ruiz-Funes, and Shoup

NAYS:
ABSENT: Trustee Anwar
MOTION CARRIED

- *Discussion and Vote on renewal of the Kenilworth Services Agreement*
A MOTION was made by Trustee McCarthy to Renew the Kenilworth Services Agreement and seconded by Trustee Shoup.

ROLL CALL VOTE
AYES: Trustees Johnson, Neustadt, McCarthy, Reichert, Ruiz-Funes, and Shoup
NAYS:
ABSENT: Trustee Anwar
MOTION CARRIED

- *Recognition of Outgoing Trustees Johnson, McCarthy and Neustadt*
Director Wolf announced that in recognition of the outgoing trustees; President Johnson and Trustees McCarthy and Neustadt, the District created personalized mementos in the studio. Director Wolf thanked the outgoing trustees for their years of service and for all they have accomplished together as a Board.

President Johnson thanked the current Board and previous Board, and Director Wolf for her leadership. He stated that it was a pleasure to be a part of the remodel of the Winnetka Library and the District's ongoing transition to digital formats.

Trustee McCarthy stated that she is honored to have served for two terms on the Board. She is proud of how far the District has come over the last eight years due to the hard work of library staff, Director Wolf, and her fellow board members.

Trustee Neustadt thanked the Board and the public for the opportunity to serve as a trustee for the past eight years. She stated that in her time on the Board, there have been three directors, as well as a complete remodel of the Winnetka Library building. However, she stated that change is not always a good thing, and she appreciates that the Board is acknowledging that Northfield is a different community and is slowing down and rethinking the remodel of the Northfield Branch Library. Trustee Neustadt stated that she has a good relationship with District staff and felt that as a board member she was approachable. She suggested that the new trustees keep their ears open to input from both the District staff and the Winnetka-Northfield communities.

- *Organizational meeting of the Library Board*
 - Oaths of Office for Incoming Trustees

Three incoming trustees were sworn in; Deborah Vandergrift, Travis Gosselin and Brian Schmisek.

- Election of Officers to a two-year term
The board discussed the election of officers.
For the office of President, Trustees Reichert and Shoup nominated Trustee Ruiz-Funes due to his financial background and leadership. By a majority vote, Trustee Ruiz-Funes was elected to the office of President for a two-year term.

For the office of Vice President, Trustee Gosselin self-nominated. By a majority vote, Trustee Gosselin was elected to the office of Vice President for a two-year term.

For the office of Secretary, Trustees Reichert and Ruiz-Funes nominated Trustee Shoup. By a majority vote, Trustee Shoup was elected to the office of Secretary for a two-year term.

For the office of Treasurer, Trustee Vandergrift self-nominated. By a majority vote, Trustee Vandergrift was elected to the office of Treasurer for a two-year term.

- Community Liaison appointments
Trustees volunteered for the following liaison appointments:
 - Village of Northfield – Trustee Shoup
 - Village of Winnetka –Trustee Reichert

- *Discussion regarding proposed Board of Trustees Meeting Calendar for Fiscal Year 2019-2020*
Director Wolf presented the proposed meeting calendar for the 2019-2020 fiscal year. The Board discussed moving the July 15, 2019 Regular Board Meeting to July 8, 2019.

The Board will vote on the established meeting calendar at the June 17, 2019 Regular Board Meeting.

XII. Communications

- *Board Training will be held at the June 5, 2019 Study Session*
- *District is closed Sunday, May 26, 2019 and Monday, May 27, 2019 in observance of the Memorial Day holiday*

XIII. Public Comments


Jeffrey Liss stated that the congratulations for both outgoing and incoming trustees. Mr. Liss also commented that he would like to see the District refer to the upcoming holiday as Independence Day.

XIV. Adjournment

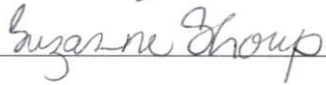
There being no further business to come before the Board, a MOTION to adjourn was made by Trustee Schmisek and seconded by Trustee Reichert. The MOTION passed on a voice vote and President Ruiz-Funes adjourned the meeting at 8:47 p.m.

Respectfully submitted,

Nicola White
Recording Secretary



Jean Paul Ruiz-Funes, President



Suzanne Shoup, Secretary