

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

August 19, 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 7:00 p.m. A quorum was present.

II. Roll Call

Present: President Jean-Paul Ruiz-Funes, and Trustees Suzie Shoup, Raheela Anwar, Deborah Vandergrift and Brian Johnson; and Library Director Rebecca Wolf.
Absent: Trustee Travis Gosselin

Present were library employees; Nicola White (Administrative Assistant), Courtney Volny (Branch Services Coordinator), Kevin Breese (Human Resources Consultant), Stephanie Girardi (Collection Services Acquisitions Associate), Sarah Quish (Head of Communications & Marketing) and Sydney Clark (Library Associate). Present were Winnetka residents Jeffrey Liss, Elijah Wilde and Rosa. Present were Northfield residents Pat Doherty, Jeanne Doherty, Chuck Hirsch, Carol Hirsch, Nancy Detlefsen, Patricia Andrew, Aidan Andrew, Jeanne Dechovitz, Ronald Taeu, William Kelly, Sue Kelly, and Janet Lagouranis. Present was Wilmette resident Joan Scaccia. Present was Neil Milbert from the Winnetka Current.

III. Public Comments

Northfield residents Jeanne Dechovitz, Chuck Hirsch, Patricia Andrew, Nancy Detlefsen, Pat Doherty, Janet Lagouranis, Carol Hirsch, Aidan Andrew and Wilmette resident Joan Scaccia expressed their concerns regarding the Northfield Branch Library. President Ruiz-Funes thanked those who gave comments for their feedback.

IV. Vote to Approve Minutes of July 8, 2019 Regular Meeting

A MOTION was made by Trustee Anwar to approve the July 8, 2019 Regular Meeting minutes and seconded by Trustee Shoup.

The MOTION passed on a voice vote.

V. Financial Report

Director Wolf presented the July 2019 financial statements to the Board. She noted that Lauterbach & Amen are continuing to work with Zabinski Consulting Services to provide financial statements for June 2019.

A MOTION was made by Trustee Johnson to approve the July 2019 Financial Statements and seconded by Trustee Vandergrift.

The MOTION passed on a voice vote; Trustee Anwar abstained.

VI. Library Report

BOARD PRESIDENT'S REPORT:

President Ruiz-Funes reported:

- The trustees and library management are giving very serious consideration to the issues expressed by the residents of Northfield.
- The Board expects a plan of action from the District at the September meeting.
- President Ruiz-Funes clarified that the role of the trustees is to provide oversight in the following areas:
 - Ensuring the Library operates in compliance with all laws and regulations.
 - Ensuring that the voice of the community is heard by management and acted upon.
 - Ensuring that the Library has a strategic plan with positive community impact.
 - Ensuring that the Library budget is sound and makes the best use of Library revenues.
 - Assessing the performance of the Library Director, who is the Board's sole employee.
- The Winnetka Caucus survey results demonstrated high levels of community usage and satisfaction with the Library District.
- The Library is well-managed financially and is using community funding thoughtfully.
 - The Library's financial management has received the highest marks by independent auditors.
 - Property taxes have been increasing at 1.5% a year, which is well below what the District is authorized to levy.
 - More funds have been shifted over time to collections, programs, and systems that provide better service to patrons.
 - The Winnetka renovation was funded entirely from reserves, as would the Northfield renovation. There is no need for any additional tax burden on residents.
- The Board is supportive in principle of the "two villages, one district" concept.

LIBRARY DIRECTOR'S REPORT:

Director Wolf reported:

- Youth Services Associate Brian Kulaga shared an impact story from a patron who was thankful to the District for getting her children so excited about Summer Reading.
- Courtney Volny, former Assistant Head of Circulation has accepted the position of Branch Services Coordinator after three years with the District.
- Pages Bea Harvey, Isaac Yon, and Pearl Shing-Roth are heading back to school and therefore leaving the District; and Page Rebecca Ganellen has resigned her position for a full-time opportunity.
- Collection Development librarians Kate Fuentes and Nick Mall presented their plan for ordering and weeding to District librarians.
- Marketing and Outreach
 - The "Cut the Cord" program continues to be very popular.
 - The District attended Wednesdays in the Woods and the Northfield Market and Music.

- Tickets are still on sale for the upcoming One Book Two Villages event.
- The Strategic Planning Committee had their first meeting.
- September is Library Card Sign-Up Month; the District will be hosting a giveaway.

VII. Liaisons to Other Organizations-Reports

- *Winnetka Village*- Trustee Johnson reported that the One Winnetka development deal has been terminated.
- *Northfield Village*- Trustee Shoup reported that the District will be attending the Northfield Village meeting on August 20, 2019 to give a short presentation on the Library.

VIII. Unfinished Business

- *Discussion of Northfield Community Listening Sessions Feedback*
Director Wolf reported:
 - The community concerns that were expressed to her are deeply affecting how the District will move forward.
 - The District is having conversations with staff and determining how to look at scheduling. Director Wolf stated that there is still work to be done; she wants to ensure great relationships with community members and staff.
 - The District respects the Northfield Branch Library as its own unique space, and plans to maintain the charm, warmth, and familiarity of the building.
 - Healing the emotional connection to the community is the number one priority.
- *Update on Patio Project*
Director Wolf reported:
 - The District went back out to bid for the Patio Project.

IX. New Business

- *Vote on Ordinance Adopting Building and Maintenance Tax (.02% special tax) for Fiscal Year 2019-2020*

Director Wolf noted that the Board is re-voting due to an error when publishing the previous ordinance.

A MOTION was made by Trustee Anwar to approve the Ordinance Adopting Building and Maintenance Tax for Fiscal Year 2019-2020 and seconded by Trustee Shoup.

ROLL CALL VOTE

AYES: Trustees Ruiz-Funes, Shoup, Vandergrift, Johnson and Anwar

NAYS:

ABSENT: Trustee Gosselin

MOTION CARRIED

X. Communications

- *No communications.*

XI. Public Comments

Northfield residents Pat Doherty and Sue Kelly, and Winnetka residents Jeffrey Liss and Rosa gave comments regarding the Northfield Branch Library. President Ruiz-Funes thanked those who gave comments for their feedback.

XII. Adjourn to Closed Session

A MOTION was made by Trustee Anwar 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 Johnson.

The MOTION passed on a voice vote and President Ruiz-Funes adjourned to a Closed Session at 8:29 p.m.

XIII. Return to Open Session

XIV. Adjournment

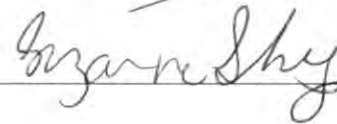
There being no further business to come before the Board, a MOTION to adjourn was made by Trustee Johnson and seconded by Trustee Shoup. The MOTION passed on a voice vote and President Ruiz-Funes adjourned the meeting at 9:44 p.m.

Respectfully submitted,

Nicola White
Recording Secretary



Jean-Paul Ruiz-Funes, President



Suzanne Shoup, Secretary