

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

May 20, 2024

**I. Call to Order**

The meeting was held at the Winnetka Library, 768 Oak St., Winnetka, Illinois. President Mitchell called the meeting to order at 6:59 p.m. A quorum was present.

**II. Roll Call**

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

Absent: Trustee Travis Gosselin

Present were library employees Mark Swenson and Luvia Melero.

Present were Girl Scout Troop 47008 and Kenilworth resident Marcus Franklin.

**III. Public Comments**

Girl Scout Troop 47008 members presented a mini-pantry to be housed in the library vestibule for the benefit of those in need of foodstuffs. Marcus Franklin of the Cook Co. Dept. of Public Health provided a container for Fentanyl Strip testing if the library decides to have a kit.

**IV. Approval of Minutes**

*Approve minutes of the April 15, 2024 regular meeting.*

President Mitchell announced approval of the April 15, 2024 Regular Meeting Minutes.

**V. Financial Report**

Trustee Munoz presented the April 2024 Financial Statement.

**VI. Library Reports**

*Library Director's Report*

Director Dombrowski presented the April 2024 Director's Report, which was included in the board packet for May, 2024.

*Board President's Report*

President Mitchell reported on participation in the Winnetka Caucus spring meeting, and requested thoughts on questions regarding the library district for the Caucus annual survey.

**VII. Liaison Reports**

*Winnetka Village* – In the absence of Trustee Gosselin, Director Dombrowski and President Mitchell spoke of upcoming village events in which the library will have representation, such as the Children’s Fair. Trustee Shankar spoke of the book sale that will form part of the library district’s end of summer party.

*Northfield Village* – Trustee Kinnich reported on the welcome for the new Northfield village manager.

**VIII. Unfinished Business**

- *Update on Northfield renovation project*

President Mitchell shared that a proposal is expected shortly from the village of Northfield with respect to the Northfield library, following their May 21 board meeting. Director Dombrowski spoke of the improvements needed at the Winnetka library and the related estimate of \$450,000.

- *Paid Parental Leave Policy*

Following discussion of the second policy draft and several suggested revisions, on a motion by Trustee Kinnich that the policy be approved as newly revised, the policy was so approved by voice vote of the board.

- *Winnetka Independence Day Parade*

Director Dombrowski stated that no library employee was willing to march in the Day parade and only one Board member was available and willing to march so there will be no library presence in the parade this year.

**IX. Communications**

The next meeting of the board of trustees will be on Monday, June 3<sup>rd</sup>, at 7 pm at the Winnetka library to discuss the draft of the FY24-25 budget.

The next regular meeting of the board will be held on Tuesday, June 18<sup>th</sup> at 7 p.m. at the Northfield Library.

**X. Public Comments**

No comments

**XI. Adjournment**

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

The Motion passed on voice vote and President Mitchell adjourned the meeting at 8:18 p.m.

**XII. Return to Open Session**

Returning to Open Session at 9:14 p.m.

**XIII. Adjournment**

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

The Motion passed on voice vote and President Mitchell adjourned the meeting at 9:14 p.m.

Respectfully submitted,

Thomas Sundell  
Board Secretary

 Melissa Mitchell, President

 Thomas Sundell, Secretary