

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

April 15, 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 7:01 p.m. A quorum was present.

II. Roll Call

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

Present were library employees Mark Swenson and Luvia Melero.
Present was Winnetka resident Jeffrey Liss.

III. Public Comments

No public comments.

IV. Approval of Minutes

Approve minutes of the March 18, 2024 regular meeting, the January 22, 2024 Decennial Committee meeting, and the February 19, 2024 Decennial Committee meeting.

President Mitchell announced approval of the March 18, 2024 Regular Meetings Minutes, and of the January 22 and February 19, 2024 Decennial Committee meetings.

V. Financial Report

Trustee Munoz presented the March 2024 Financial Statement.

VI. Library Reports

Library Director's Report

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

Board President's Report

President Mitchell had nothing to report.

VII. Liaison Reports

Winnetka Village – Trustee Gosselin reported the village council's approval of the 1 Winnetka plan and the Tower Rd. bridge closure.

Northfield Village – Trustee Kinnich reported the village council's budget approval, which included \$710,000 earmarked for capital improvement, as well

as landscaping for village hall and the library site. Also reported that the Happ Rd. improvement will move forward. Trustee Munoz reminded the trustees of the new Northfield village manager event.

VIII. Unfinished Business

- *Approval of Resolution Determining Release of Closed Session Minutes*
Trustee Sundell presented the revised Resolution, reflecting the changes requested in the March board meeting, and made a motion to approve the Resolution which was approved by voice vote.

IX. New Business

- *Discussion and Approval of FY24-25 Library Closure Dates*
Director Dombrowski presented the proposed closure dates and Trustee Munoz made a motion to approve such dates, which was approved by voice vote.
- *Library Participation in the Winnetka Independence Day Parade*
Director Dombrowski raised the possibility, as requested by the Park District, for the Library District's participation in the parade and field event. While Trustees were generally in favor of parade participation, subject to library employee response for a call for volunteers, only certain trustees could commit to participating themselves at this time. Director Dombrowski will check for library employee interest in participating and report back
- *Discussion and Approval of Paid Parental Leave Policy*
In this discussion, a number of suggestions were made by the trustees to Director Dombrowski for modifying the draft policy. Director Dombrowski will bring the revised policy for approval at the next board meeting.
- *FY23-24 Q3 Strategic Planning Updates*
Director Dombrowski presented an overview of the quarter progress on the respective initiatives under the strategic plan. As the plan period of three years is drawing to a close, President Mitchell raised the question of whether a new strategic planning exercise will be needed. The existing plan's categorization of actions continues to be valid, so Director Dombrowski recommended a re-fresh under the existing plan's structure through a more limited employee and trustee review.
- *Discussion of Special Meeting for FY24-25 Budget Review*
Director Dombrowski requested a special meeting of the trustees to review the coming year's budget. The trustees agreed to a June 3, 2024 special meeting for this purpose.

X. Communications

The next regular meeting of the board will be held on Monday, MAY 20th at 7 p.m. at the Winnetka Library.

XI. Public Comments

Jeffrey Liss thanked the library for using Independence Day rather than 4th of July in naming the holiday.

XII. Adjournment

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

The Motion passed on voice vote and President Mitchell adjourned the meeting at 8:41 p.m.

XIII. Return to Open Session

Returning to Open Session at 9:31 p.m.

XIV. 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 9:31 p.m.

Respectfully submitted,

Thomas Sundell
Board Secretary

 Melissa Mitchell, President

 Thomas Sundell, Secretary

