

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

January 18, 2010

LOCATION: The meeting was held in the Lloyd Room at the Winnetka Library, 768 Oak Street, Winnetka, IL 60093.

I. CALL TO ORDER:

President Sanfilippo called the meeting to order at 7:00 p.m.

II. ROLL CALL

Present: President Bob Sanfilippo; Trustees Susan Garland, Kathie Hamilton, John Jansson, Anne Knight and Library Director David Seleb.

Absent: Trustee Miriam Kashian.

Trustee Mars arrived at 7:20 p.m.

Also present were staff members Alex Makstmann, Judy Wright, Erin Maasen, Bronwyn Parhad and Jane Levine.

Members of the public who signed the guest list were: Ruth Lucchesi, Jeffrey Liss and Jeni Spinney.

III. APPROVAL OF MINUTES OF December 14, 2009, REGULAR BOARD MEETING

After Trustee Garland suggested a correction to Section VIII of the minutes, Trustee Jansson proposed attaching the approved investment policy to the minutes for clarification purposes.

Trustee Jansson, seconded by Trustee Garland, moved to approve the December 14th Regular Meeting minutes as corrected. By voice vote, the motion passed.

IV. PUBLIC COMMENT

None.

V. LIBRARY REPORT

A) Board Presidents Comments

President Sanfilippo said the Winnetka Talk had published a nice article about the December luncheon hosted by Staff for the library volunteers, and he noted that the Friends of the Library are continuing their appeal and had collected over \$17,000 at the end of 2009.

B) Director's Report

Director Seleb summarized the highlights of his agenda report, which included an update on the lease negotiation process for the branch in Northfield, and a discussion of the new shelves being built for the

periodicals, which will be relocated to make more room for the library's A/V collection.

The Trustees and Director Seleb discussed the new practice of library staff distributing cards publicizing various social media sites and Director Seleb clarified that the sites are appropriate and work-related. The Board requested that Director Seleb develop a policy to address their concerns, and also devise a means to monitor the program.

C) Attendance Report

Director Seleb indicated that the attendance report is a formality designed to ensure that Trustees maintain regular attendance at Board meetings.

VI. FINANCIAL REPORT

A) Approval of the December 2009 Financial Statements

Trustee Jansson compared the balance kept on hand between the Wilmette and Winnetka/Northfield library districts, pointing out that Winnetka/Northfield is careful to stay on the low side. He noted that the auditor has indicated that other libraries keep a larger balance, and that the Board should periodically consider whether it should increase the amount.

Trustee Garland, seconded by Trustee Knight, moved to approve the December 2009 Financial Statements. By voice vote, the motion passed.

VII. COMMITTEE REPORTS

A) Strategic Planning Committee

Director Seleb reported that everyone on the committee was present for the inaugural meeting on January 11. He said three subcommittees were formed to gather information on community surveys; prepare a draft RFP for the consultant; and draft a timeline. He announced that the next meeting will be on Tuesday, January 26, at 7:00 p.m. at the main branch.

After a short discussion about the committee's anticipated progress before the next Board meeting, Trustee Jansson suggested that the meetings be publicized as broadly as possible, possibly even sending out a press release, so the public can be informed to the maximum extent. Director Seleb said he is posting the meetings and minutes on the Library's website, and would look into drafting a press release. Ms. Spinney said she would make an announcement at the next Village Council meeting.

VIII. LIAISONS TO OTHER ORGANIZATIONS

A) North Suburban Library System

Trustee Garland reported that the system is in dire straits and will be out of money at the end of March if funding from the state does not come through.

She read an article from the Chicago Tribune describing the predicament of schools, colleges and hospitals that are owed money from the state.

B) Northfield

Trustee Hamilton reported that the finance committee is scheduled to report in March about where they will come up with funds to cover the Village's deficit, and things are otherwise quiet in the Village.

C) Winnetka

Trustee Jansson reported that there is not a lot of news currently and highlighted some features on the Village's website.

D) Winnetka Plan Commission

Trustee Jansson said there was no meeting in December and that the Village Attorney plans to meet with the commission in January to give a tutorial for the new members.

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

None.

XI. COMMUNICATIONS

Erin Maassen, the Library's public relations director, reviewed the upcoming Food for Fines program.

XII. PUBLIC COMMENTS

Jeffrey Liss suggested that each library in the NSLS system contribute some money to help keep the system afloat.

XIII. CLOSED SESSION

Trustee Jansson, seconded by Trustee Hamilton, moved to adjourn into Closed Session. By roll call vote, the motion passed. Ayes: President Sanfilippo, Trustees Garland, Hamilton, Jansson, Knight, and Mars. Nays: None. Absent: Trustee Kashian.

The Board adjourned into Closed Session at 7:55 p.m. to discuss Employee Matters, pursuant to Section 2(c)(1) of the Open Meetings Act (5ILCS 120/2).

XIV. RETURN TO OPEN SESSION

The Board reconvened into Regular Session at 8:35 p.m. Present: President Bob Sanfilippo; Trustees Susan Garland, Kathie Hamilton, John Jansson, Anne Knight, and Tony Mars; and Library Director David Seleb. Absent: Trustee Miriam Kashian.

XV. ADJOURNMENT

President Sanfilippo adjourned the meeting at 8:36 p.m.

President

Secretary