

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

August 15, 2022

**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 Sarah Munoz, Travis Gosselin, Thomas Sundell, Deborah Vandergrift; and Library Director Monica Dombrowski. President Melissa Mitchell attended virtually via Zoom.

Absent: Trustee Katherine Casale MacNally

Present were library employees Nicola White (Business Services Coordinator) and Steve Kline (Digital Services Manager). Present were Winnetka residents Jessica Curry and Marc Hecht. Present was Northfield resident Ranjini Shankar.

**III. Public Comments**

No public comments.

**IV. Approval of Minutes**

- Approve Minutes of the July 18, 2022 Regular Meeting

President Mitchell announced the approval of the July 18, 2022 Regular Meeting Minutes.

**V. Financial Report**

Director Dombrowski and Trustee Vandergrift presented the July 2022 Financial Statements.

**VI. Library Report**

LIBRARY DIRECTOR'S REPORT:

Director Dombrowski presented the July 2022 Director's Report, which is included in the August 2022 Board Packet.

## BOARD PRESIDENT'S COMMENTS:

President Mitchell commented:

- There will be two closed sessions at the end of the meeting addressing:
  - The consideration of a new library trustee to fill Trustee Van Neck's vacancy
  - The third appraisal that came in for Library Park

## VII. **Liaisons to Other Organizations-Reports**

- *Winnetka Village*- President Mitchell had nothing to report. Trustee Sundell reported that there was a special meeting held on gun safety.
- *Northfield Village*- Trustee Munoz reported that the Northfield State Fair will be held on September 10<sup>th</sup>.

## VIII. **Unfinished Business**

- *Finance/Facilities Committee Update*  
Trustee Vandergrift reported that she and Trustee Casale MacNally met with library staff to hear what emergency procedures are in place and provided resources and suggestions to build on those procedures.
- *Community Engagement Committee Update*  
Trustee Sundell reported that he and Trustee Munoz met with New Trier Township and the Winnetka School District and provided summaries of those meetings to the trustees. Trustee Munoz reported that they plan to continue reaching out to other Winnetka and Northfield organizations moving forward.
- *Personnel Committee Update*  
Trustee Gosselin stated that there was nothing to report.

## IX. **New Business**

- *Linden Patio Homes Request*  
Director Dombrowski reported that the HOA President from Linden Patio Homes informed the library that the tree roots were only cleared from one section of pipes last year, and not the entire line. They are requesting that the library split the cost of the additional work. The Board agreed to make a one-time addendum to the agreement in place and would like an inspection performed once it is completed.
- *Review Draft of Budget and Appropriation Ordinance*  
The Board reviewed the draft ordinance that will be up for approval at the September 19<sup>th</sup> special meeting.

- *Adopt Certified Estimate of Revenues by Source for Fiscal Year 2022-2023*  
A MOTION to Adopt the Certified Estimate of Revenues by Source for Fiscal Year 2022-2023 was made by Trustee Vandergrift.

ROLL CALL VOTE:

AYES: Trustees Munoz, Gosselin, Sundell and Vandergrift

NAYS:

ABSENT/ABSTAINING: Trustee Casale MacNally

MOTION CARRIED

**X. Communications**

- *The next regular meeting will be held on Monday, September 19<sup>th</sup> at 7 p.m. at the Northfield Branch.*
- *The library will be closed on the following upcoming dates:*
  - *Sunday, August 21<sup>st</sup> (End of Summer Party)*
  - *Sunday, September 4<sup>th</sup> and Monday, September 5<sup>th</sup> (Labor Day)*

**XI. Public Comments**

Winnetka resident Marc Hecht commented on the draft Budget & Appropriation ordinance.

**XII. Adjourn to Closed Session**

- **Closed Session**

5 ILCS 120/2(c)(3): To consider the selection of a person to fill a public office, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance.

A MOTION to adjourn to closed session was made by Trustee Gosselin.

The MOTION passed on a voice vote and President Mitchell adjourned to closed session at 7:57 p.m.

**XIII. Return to Open Session**

**XIV. Adjourn to Closed Session**

- **Closed Session**

5 ILCS 120/2(c)(5): To consider the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

A MOTION to adjourn to closed session was made by Trustee Gosselin.

The MOTION passed on a voice vote and President Mitchell adjourned to closed session at 9:09 p.m.

**XV. Return to Open Session**

**XVI. Adjournment**

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

President Mitchell adjourned the meeting at 9:15 p.m.

Respectfully submitted,

Nicola White  
Recording Secretary

 Melissa Mitchell, President

 Thomas Sundell, Secretary