

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
VIRTUAL BOARD MEETING
April 19, 2023**

CALL TO ORDER

President Majewski called the regular monthly meeting of the Woodridge Public Library Board to order at 7:30 pm.

ROLL CALL

The following trustees were present: Staszak, Heneghan, Bloom, Whiteside, James, Thompson, Majewski

Absent: None

Also present: Patti Naisbitt, Library Director
 Deb Fowler, Administrative Assistant

MINUTES

MOTION by Trustee Bloom, second by Trustee Whiteside to approve the March 15, 2023 minutes of the regular meeting of the Library Board.

AYES: Bloom, Whiteside, Staszak, Heneghan, James, Thompson, Majewski
NAYS: None
ABSTAIN: None

MOTION by Trustee Staszak, second by Trustee Bloom to approve the March 28, 2023 minutes of the special meeting of the Library Board.

AYES: Staszak, Bloom, Heneghan, Whiteside, James, Thompson, Majewski
NAYS: None
ABSTAIN: None

MOTION by Trustee Bloom, second by Trustee Whiteside to approve the March 28, 2023 minutes of the executive session of the Library Board.

AYES: Bloom, Whiteside, Staszak, Heneghan, James, Thompson, Majewski
NAYS: None
ABSTAIN: None

RECOGNITION OF PUBLIC

No one from the public attended or submitted comment.

CONSENT AGENDA

MOTION by Trustee Thompson, second by Trustee Bloom to approve Items A, B, C, & D of the Consent Agenda.

- A. Library Payroll for the month of March 2023 in the amount of \$191,017.82
- B. Personnel Report for the month of March indicating 1 staffing change
- C. Bank Register Report 3/1/23-3/31/23, totaling \$134,257.53

D. Invoice Expense Allocation Report for Invoices paid in March 2023

AYES: Thompson, Bloom, Staszak, Heneghan, Whiteside, James, Majewski
NAYS: None
ABSTAIN None

DISCUSSION ITEMS WITH NO ACTION

Library Director's Report

Director Naisbitt reported that we are getting back to pre-pandemic level of activity. The Children's Department is offering programs on days when the local schools are not in session and the families are responding to it. Spring break week was wonderful with a book release party. March was as successful as it could have been.

There was some discussion regarding students from Downers Grove North who won the 2022 Illinois Library Association's Freedom to Read award for standing up for the freedom to read. This is in conjunction with next week's National Library Week. The Library is taking a positive READ celebrate libraries approach. Director Naisbitt will check to see if House Bill 2789 - Right to Read Bill is still in contemplation.

Monthly Statistical Reports

Income Statement as of March 31, 2023

PRESIDENT'S REPORT

President Majewski reported that this is the final Board Meeting being held via Zoom. Going forward starting with the May 17, 2023 Board Meeting, our meetings will be held in person at the Library in the Mahlke Meeting Room.

NEW BUSINESS

Review Closed Session Minutes

In accordance with Chapter 5, Act 120, Section 2.06 of the Open Meetings Act the Library Board performs a periodic review of minutes of previous closed sessions in order to determine whether such minutes can be released for public viewing or should remain confidential and closed.

MOTION by Trustee Staszak, second by Trustee Thompson to keep the 2/15/2023 and 3/15/2023 closed session minutes closed and destroy full verbatim recordings of all closed session prior to November 2021.

AYES: Staszak, Thompson, Heneghan, Bloom, Whiteside, James, Majewski
NAYS: None
ABSTAIN None

Review of Verbatim Recordings of Regular Board Meetings Held Remotely Under State Executive Orders

The recordings of virtual board meetings from the COVID lockdown are also part of this cycle. The Board Meetings prior to November 2021 are also eligible to be destroyed.

MOTION by Trustee Bloom, second by Trustee Staszak that, in compliance with State Executive Orders pertaining to holding open meetings remotely during the COVID-19 pandemic, the Board

approves destruction of the verbatim recordings of the regular board meetings prior to November 2021.

AYES: Bloom, Staszak, Heneghan, Whiteside, James, Thompson, Majewski
NAYS: None
ABSTAIN None

Approval of Petty Cash Policy & Process

MOTION by Trustee Thompson, second by Trustee Bloom to approve the Woodridge Public Library Petty Cash Policy & Process.

Contingency for Exterior Steel Project

There was discussion regarding the insurance coverage for the exterior steel project.

MOTION by Trustee James, second by Trustee Thompson to approve payment of construction-related general, contingency and insurance funds not to exceed \$31,637.00 for the Exterior Steel Renovation project.

AYES: James, Thompson, Staszak, Heneghan, Bloom, Whiteside, Majewski
NAYS: None
ABSTAIN None

Tribute/Commemoration, Discussion

Several ideas were presented during discussion on the best way to pay tribute to former Director, Pam Dubé. We will check into costs of some of the ideas and will discuss at a future date.

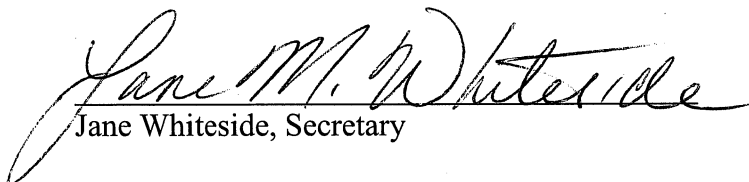
UNFINISHED BUSINESS

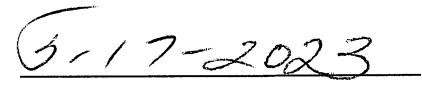
ADJOURNMENT

There being no further business, motion by Trustee James, second by Trustee Thompson to adjourn the meeting at 8:10 pm.

AYES: James, Thompson, Staszak, Heneghan, Bloom, Whiteside, Majewski
NAYS: None
ABSTAIN None

These minutes were approved by the Board of Trustees.


Jane Whiteside, Secretary


Date

Debra Fowler, Recording Secretary