

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MAHLKE MEETING ROOM - 2ND FLOOR
September 20, 2023**

CALL TO ORDER

President Majewski called the regular monthly meeting of the Woodridge Public Library Board to order at 7:33 pm.

ROLL CALL

The following trustees were present: Heneghan, James, Thompson, Majewski

Absent: Staszak, Bloom, Whiteside

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

MINUTES

MOTION by Trustee Thompson, second by Trustee Heneghan to approve the August 16, 2023 minutes of the regular meeting of the Library Board.

AYES: Thompson, Heneghan, James, Majewski

NAYS: None

ABSTAIN: None

RECOGNITION OF PUBLIC

No one from the public attended or submitted comment.

CONSENT AGENDA

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

- A. Library Payroll for the month of August 2023 in the amount of \$204,806.62
- B. Personnel Report for the month of August indicating 4 staffing changes
- C. Bank Register Report 8/1/23-8/31/23, totaling \$224,484.60
- D. Invoice Expense Allocation Report for Invoices paid in August 2023

AYES: James, Heneghan, Thompson, Majewski

NAYS: None

ABSTAIN: None

DISCUSSION ITEMS WITH NO ACTION

Library Director's Report

Director Naisbitt reported on the Staff In-Service that was held on Friday, August 25th. Thirty-nine staff members reviewed safety procedures for tornado warnings and missing children ("Code Adam"). Ten staff members attended the SWAN EXPO to get updates on potential changes and training. The Library was very busy during August.

There was discussion regarding bomb threats taking place at area libraries and installation costs for new computers.

Monthly Statistical Reports

Income Statement as of August 31, 2023

PRESIDENT’S REPORT

President Majewski reported that the Library continues to be busy and everything is going well.

NEW BUSINESS

Approval of Tax Year 2023 Levy Resolution #23-01

Director Naisbitt reported that it has been our practice to use the Consumer Price Index (CPI) calculation to determine any change to our levy. The CPI for December 2022 was 6.5%, down from .5% from December 2021. It is forecasted that a continued, gradual reduction in inflation rates will occur through 2024 while some costs of personal consumption expenditures, such as food prices, could remain high. A 4.7% levy increase for Tax Year 2023 (FY2024) is recommended and increases our levy by \$192,616. Making this year’s total levy \$4,290,825.

MOTION by Trustee Thompson, second by Trustee James to adopt Resolution #23-01 setting forth financial requirements of the Woodridge Public Library for tax year 2023, covering the Library’s fiscal year January 1, 2024 through December 31, 2024.

AYES: Thompson, James, Heneghan, Majewski
NAYS: None
ABSTAIN None

Approval of FY2024 Budget

Director Naisbitt reported the budget for FY2024 is \$4,399,025.

MOTION by Trustee James, second by Trustee Thompson to approve the Woodridge Public Library budget for FY2024 as presented.

AYES: James, Thompson, Heneghan, Majewski
NAYS: None
ABSTAIN None

Approval of Intergovernmental Agreement between the Village of Woodridge, the Woodridge Park District, and the Woodridge Public Library regarding Nicor’s Franchise Fee Annual Payment in Lieu of Unbilled Gas

Director Naisbitt recommended that the Library enter into a formal intergovernmental agreement (IGA) with the Village and Park District that continues to provide free or “unbilled” natural gas from Nicor to eligible municipal buildings in Woodridge, and clearly establishes a fair formula for paying any Nicor gas bill that exceeds this free allocation.

MOTION by Trustee Heneghan, second by Trustee Thompson to approve an Intergovernmental Agreement between the Village of Woodridge, the Woodridge Park District, and the Woodridge Public Library regarding Nicor’s Franchise Fee Annual Payment in Lieu of Unbilled Gas.

AYES: Heneghan, Thompson, James, Majewski
NAYS: None

ABSTAIN None

Remote Attendance for Board Members

After discussion, it was decided not to recommend adopting a remote attendance policy at this time.

UNFINISHED BUSINESS

Director Naisbitt gave an update on the plans for a memorial to honor former Library Director Pam Dubé.

ADJOURNMENT

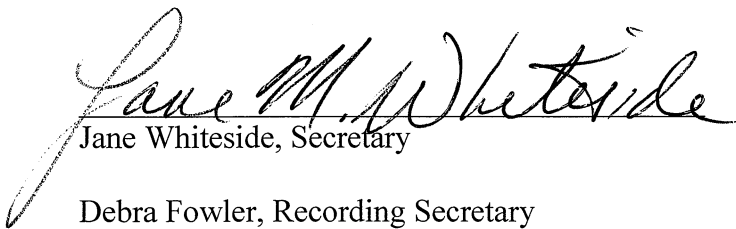
There being no further business, motion by Trustee James, second by Trustee Heneghan to adjourn the meeting at 7:55 pm.

AYES: James, Heneghan, Thompson, Majewski

NAYS: None

ABSTAIN None

These minutes were approved by the Board of Trustees.


Jane Whiteside, Secretary

10-18-2023
Date

Debra Fowler, Recording Secretary