

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MAHLKE MEETING ROOM - 2ND FLOOR
May 15, 2024**

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
 Andy Dogan, Williams Architects (via Zoom)
 Deb Fowler, Administrative Assistant

MINUTES

MOTION by Trustee Thompson, second by Trustee Bloom to approve the April 17, 2024 minutes of the regular meeting of the Library Board.

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

APPROVE PROPOSAL FROM WILLIAMS ARCHITECTS FOR ARCHITECTURAL & ENGINEERING SERVICES FOR WPL BOILER REPLACEMENT PROJECT, INCLUDES RFP PROCESS AND CONSTRUCTION ADMINISTRATION FOR A FIXED FEE NOT TO EXCEED THIRTY-SIX THOUSAND DOLLARS (\$36,000)

Director Naisbitt introduced the project and Andy Dogan of Williams Architects. Our boilers have reached their end of life and need replacing. Williams Architects submitted a proposal for the architectural and engineering services as well as construction administration for the boiler replacement project. Mr. Dogan provided an overview of the project and answered questions from the Board.

MOTION by Trustee James, second by Trustee Staszak to approve the proposal from Williams Architects for Architectural & Engineering Service for WPL Boiler Replacement Project for a fixed fee not to exceed Thirty-Six Thousand Dollars (\$36,000).

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

RECOGNITION OF PUBLIC

No one from the public attended or submitted comment.

CONSENT AGENDA

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

- A. Library Payroll for the month of April 2024 in the amount of \$145,469.37
- B. Personnel Report for the month of April indicating 1 staffing change
- C. Bank Register Report 4/1/24-4/30/24, totaling \$322,586.99
- D. Invoice Expense Allocation Report for Invoices paid in April 2024

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

DISCUSSION ITEMS WITH NO ACTION

Library Director's Report

Director Naisbitt reported on the positive outcome for the April 8 pop-up viewing of the eclipse. Praise was given to our Circulation staff who fielded phone calls about free viewing glasses for three hours. Over 300 people visited the library during the eclipse, sharing glasses, kid viewers, science facts, and sky-watching stories. We also had NASA's live-stream showing in the lobby and at the Computer Help Desk TV monitors. There were plenty of science activities for the children too.

The Fine Arts teachers from Downers Grove North assembled an eye-catching exhibit featuring teen artworks. We look forward to having Downers Grove South students back next year to exhibit their pieces.

A successful Family Read Night took place at Willow Creek Elementary School with 75 people participating in story times presented by WPL Children's staff.

Monthly Statistical Reports

Income Statement as of April 30, 2024

PRESIDENT'S REPORT

President Majewski reported he is looking forward to the arrival of the cicadas along with other fun activities and programs taking place at the Library.

NEW BUSINESS

Intergovernmental Agreement with District 68 - Cards for All Students

An easy way for parents to obtain a library card for their child through the school's registration process is being proposed in a new Intergovernmental Agreement (IGA) between School District 68 and the Woodridge Public Library. This agreement will allow the library to serve more students, leading to an increase in library cards issued and materials checked out. Overall, the Board members are in favor of the IGA.

Trustee Bloom inquired about the digital accessibility of the Woodridge Public Library's website. Director Naisbitt contacted our website vendor Library Market who assures us that the website, which was built in 2021, meets and surpasses current and planned accessibility standards. The Library will continue to look into third party providers of Library website tools and any other aspects of digital accessibility.

UNFINISHED BUSINESS

ADJOURNMENT

There being no further business, motion by Trustee Whiteside, second by Trustee Bloom to adjourn the meeting at 8:22 p.m.

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

These minutes were approved by the Board of Trustees.

Jane Whiteside, Secretary

Date

Debra Fowler, Recording Secretary