

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MAHLKE MEETING ROOM - 2ND FLOOR
August 16, 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: Heneghan, Bloom, Whiteside, James, Thompson, Majewski

Absent: Staszak

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

MINUTES

MOTION by Trustee James, second by Trustee Bloom to approve the July 19, 2023 minutes of the regular meeting of the Library Board.

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

RECOGNITION OF PUBLIC

No one from the public attended or submitted comment.

CONSENT AGENDA

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

- A. Library Payroll for the month of July 2023 in the amount of \$140,792.46
- B. Personnel Report for the month of July indicating 0 staffing changes
- C. Bank Register Report 7/1/23-7/31/23, totaling \$124,685.51
- D. Invoice Expense Allocation Report for Invoices paid in July 2023

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

DISCUSSION ITEMS WITH NO ACTION

Library Director's Report

Director Naisbitt reported Summer Reading was very successful and patrons liked the passport concept. The Mario Party LIVE: End of Summer Reading Bash was also very popular and a great way to end Summer Reading. It was wonderful to see the intergenerational participants. There was an abundance of staff family members and teen volunteers to help. A shout out to the Children's Department who did a great job planning.

All of our circulation numbers are up.

The Woodridge Warhol Food Drive has been getting broader coverage with articles in the Bugle and the Woodridge Patch online newsletter. The response has been favorable here at the Library.

There was discussion regarding remote attendance for Board meetings.

Monthly Statistical Reports

Income Statement as of July 31, 2023

PRESIDENT'S REPORT

President Majewski reported that the Library is in busy season and we are looking forward to fall.

NEW BUSINESS

FY2024 Preliminary Budget Discussion

Director Naisbitt presented the preliminary FY2024 Budget and addressed changes in line items and the justification for the changes. There was discussion regarding the Capital Plan and potential boiler replacement in the near future. Director Naisbitt addressed questions from the Board.

Approval of Bulk Desktop Computer Purchase

Director Naisbitt recommended the replacement of 13 of the Library's oldest computer desktops in order for us to meet Microsoft's minimum hardware requirements for upgrading to the next Windows Operating System. This is in keeping with the best practices in our most recent Technology Plan and Strategic Plan. There was discussion on the installation process.

MOTION by Trustee Whiteside, second by Trustee Bloom to approve bulk desktop computer purchase, including monitors, accessories, installation and configuration, as t a cost not to exceed \$26,453.00.

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

UNFINISHED BUSINESS


Director Naisbitt gave an update on the exterior steel project. She also reported on upcoming replacement of some sections of sidewalk around the Library.

ADJOURNMENT

There being no further business, motion by Trustee Whiteside, second by Trustee Bloom to adjourn the meeting at 8:24 pm.

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

These minutes were approved by the Board of Trustees.



John Majewski, President

9/20/23

Date

Debra Fowler, Recording Secretary