

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
VIRTUAL BOARD MEETING
January 18, 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, Whiteside, James, Thompson, Majewski

Absent: Bloom

Also present: Patti Naisbitt, PR & Program Coordinator
Elizabeth Burns, Children's Services Library Associate
Julie Lombardo, Circulation Services Manager
Jessica Smith, Children's Services Manager
Mary Ann Steinhaus, Children's Services Library Associate
Amy Weiss, Technical Services Manager
Deb Fowler, Administrative Assistant

MINUTES

MOTION by Trustee James, second by Trustee Whiteside to approve the December 14, 2022 minutes of the regular meeting of the Library Board.

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

RECOGNITION OF PUBLIC

No one from the public attended or submitted comment.

STAFF RECOGNITION

Some of our milestone anniversary recipients for 2022 were recognized for their dedication and service to the Library. Those employees were Mary Ann Steinhaus (15 years), Elizabeth Burns (10 years), and Amy Weiss (40 years). Jessica Smith and Patti Naisbitt provided praise and thanks to these employees. The Board also thanked them and expressed appreciation.

CONSENT AGENDA

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

- A. Library Payroll for the month of December 2022 in the amount of \$131,754.43
- B. Personnel Report for the month of December indicating 2 staffing changes
- C. Bank Register Report 12/1/22-12/31/22, totaling \$138,647.04
- D. Invoice Expense Allocation Report for Invoices paid in December 2022

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

DISCUSSION ITEMS WITH NO ACTION

Library Director's Report

PR & Program Coordinator, Patti Naisbitt reported that December programming was successful. There was something for everyone. The Sled Dog Meet & Greet was extremely successful bringing in 600 people. Our teen volunteers were instrumental in adding to the success of this program. We will invite them to help with larger programs we offer in the future. Extra kits left over from our Cookie Day program were taken to Cedarhurst Senior Living facility for them to use with their seniors. We have been invited back to do a couple more programs and to promote our homebound outreach.

Patrons can now view past programs under the Library Program Channel link located under Attend/Featured Program Channel section of the library website.

Monthly Statistical Reports

Income Statement as of December 31, 2022

PRESIDENT'S REPORT

President Majewski stated things were going okay and hoping for a quick return of Director Dubé.

NEW BUSINESS

Follow Administrative Succession Plan and Appoint Patti Naisbitt Acting Director

Due to the absence of Director Dubé, it would be appropriate for the Board to follow the procedures of the Administrative Succession Plan.

MOTION by Trustee James, second by Trustee Staszak to follow the Administrative Succession Plan and approve the appointment of Patti Naisbitt, PR and Marketing Coordinator as Acting Library Director.

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

MOTION by Trustee Whiteside, second by Trustee James to approve bi-weekly compensation of \$4,092.08 (\$106,394/26 pay periods) for Ms. Naisbitt during the Acting Library Director time period effective January 15, 2023.

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

Review Public Comment Policy

The Board reviewed the Public Comment at Board Meeting Policy.

Non-Resident Card and Minors

Ms. Naisbitt explained that the Library has already adopted the Non-Resident Card program. We also follow the "Cards for Kids" stipulation of not charging fees to minors who meet the Income Eligibility Guidelines established by the US Department of Agriculture (USDA) free and reduced lunch (low-income) program.

The General Assembly recently added a different provision to Public Act 102-0843, the Non-Resident Card program, that gives library boards who participate an option to allow any eligible minor living in an unincorporated area to receive a non-resident library card with the standard fee waived, regardless of income. The Board can choose to opt in or out of this provision and it does not affect our basic participation in the Non-Resident Card program.

The Library has an intergovernmental agreement (IGA) with School District 68 offering a free library card to students living in unincorporated areas regardless of income. We cover all these students unless another library that is closer to their house covers them. Typically, 30 students from about 20 households get a free card under the IGA each year.

The library already provides free cards to minors through a couple of avenues and there is no clear avenue for promotion of the recently revised provision to Public Act 102-0843, the Non-Resident Card program. There was discussion of the current clear promotion of free cards to students covered under the D68 IGA, and about minors who are/are not eligible under the Cards for Kids provision. There was discussion regarding eligibility of minors who are attending private school.

MOTION by Trustee James, second by Trustee Whiteside to approve the Illinois General Assembly Public Act 102-0843, opt-in measure for Non-Resident Card program fitting the profile and designations they have specified.

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

Motion failed.

UNFINISHED BUSINESS

There was discussion regarding sexual harassment training.

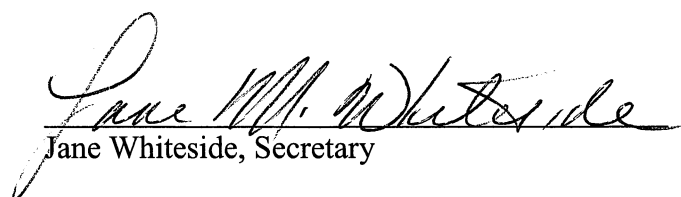
A brief update was provided regarding our Exterior Steel Project.

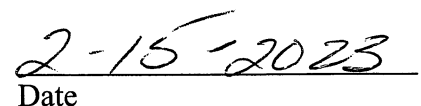
ADJOURNMENT

There being no further business, motion by Trustee James, second by Trustee Whiteside to adjourn the meeting at 8:18 pm.

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

These minutes were approved by the Board of Trustees.


Jane Whiteside, Secretary


Date

Debra Fowler, Recording Secretary