

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
VIRTUAL BOARD MEETING
July 20, 2022**

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 (7:37pm), Thompson, Majewski

Absent: None

Also present: Pam Dubé, Library Director
 Patti Naisbitt, PR & Program Coordinator
 Andy Dogan, Williams Architects
 Deb Fowler, Administrative Assistant

MINUTES

MOTION by Trustee Heneghan, second by Trustee Whiteside to approve the June 15, 2022 minutes of the regular meeting of the Library Board.

AYES: Heneghan, Whiteside, Staszak, Bloom, 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 with the correction of staffing changes from one to three.

- A. Library Payroll for the month of June 2022 in the amount of \$140,040.64
- B. Personnel Report for the month of June indicating 3 staffing changes
- C. Bank Register Report 6/1/22-6/30/22, totaling \$98,305.98
- D. Invoice Expense Allocation Report for Invoices paid in June 2022

An error regarding the number of staffing changes was addressed. The number should be three instead of one. The final version of the meeting minutes will have the corrected number.

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

With no objections from the other trustees, President Majewski changed the order of business in the agenda and moved up New Business Item B. Approval on Proposal from Williams Architects

for Architectural Services for WPL Exterior Steel Intumescent Coating & Repair & Metal Panel Enclosure Project.

NEW BUSINESS

Approval on Proposal from Williams Architects for Architectural Services for WPL Exterior Steel Intumescent Coating & Repair & Metal Panel Enclosure Project

Andy Dogan from Williams Architects was present to address questions about the proposal submitted to the Board for the architectural services for the Library's Exterior Steel Coating and Enclosure Project. We now require detailed design documents to allow us to put the steel coating repair and metal panel enclosure project out to a public bid process. There was a brief discussion regarding the Rate Table, which is a standard part of the proposal.

Trustee James arrived at 7:37pm at the library to participate in person due to computer connection problems.

MOTION by Trustee Thompson, seconded by Trustee Whiteside to approve engaging Williams Architects for architectural services for an amount not to exceed \$36,000.

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

DISCUSSION ITEMS WITH NO ACTION

Library Director's Report

Director Dubé reported the Library station was very busy at the Woodridge Jubilee. The weather was great and 750 people stopped by the Library's table. All ages attended the Jubilee. A great turnout was credited to the Woodridge Park District for good advertisement and promotion of the Jubilee around the Village.

There was discussion on registering new patrons and partnering with District 68 to get more library cards into the hands of students. National Library card sign up is in September and we have some things in the works to promote the Library especially to new families that have moved into Woodridge.

There was discussion regarding the reduction of checkouts for Tumblebooks and STEM kits.

Monthly Statistical Reports

Income Statement as of June 30, 2022

There was discussion regarding a \$3,000 donation given to the Library earlier in the year.

PRESIDENT'S REPORT

President Majewski stated everything is going well with the Library and to continue the good work. He thanked his fellow Trustees for their continued service on the Board.

NEW BUSINESS (continued)

Approval of FY23 Salary Schedule and Employee Compensation Plan

MOTION by Trustee Thompson, seconded by Trustee Whiteside to approve the Woodridge Public Library FY23 Salary Schedule and Employee Compensation Plan as presented.

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

Director Dubé expressed her thanks to the Board for their enthusiastic approval of the FY23 Salary Schedule and Employee Compensation Plan.

Director Dubé questioned the Board regarding their preference to continue to hold the monthly Library Board Meetings via Zoom or to attend in person. The majority of the Trustees prefer to continue to hold the meetings via Zoom as long as the Governor's Disaster Declaration continues to be renewed.

UNFINISHED BUSINESS

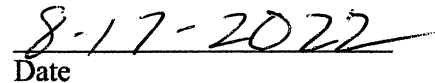
ADJOURNMENT

There being no further business, Motion by Trustee Thompson, second by Trustee Whiteside to adjourn the meeting at 8:06 pm.

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

These minutes were approved by the Board of Trustees.


Jane Whiteside, Secretary


Date

Debra Fowler, Recording Secretary