

**WOODRIDGE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MAHLKE MEETING ROOM - 2ND FLOOR
December 18, 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: Heneghan, Bloom, Whiteside, James, Thompson, Majewski

Absent: Staszak

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

MINUTES

A minor error was addressed in the Unfinished Business section regarding the date of a status meeting for our Boiler Replacement Project. The date in the minutes showed December 18. The correct date is November 18.

MOTION by Trustee James, second by Trustee Bloom to approve the November 20, 2024 minutes of the regular meeting of the Library Board with the correct date of November 18 for the status meeting for our Boiler Replacement Project.

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

RECOGNITION OF PUBLIC

Mr. Ron Campbell and Mr. Richard Petraitis were present, but had no comment.

CONSENT AGENDA

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

- A. Library Payroll for the month of November 2024 in the amount of \$151,695.39
- B. Personnel Report for the month of November indicating 0 staffing changes
- C. Bank Register Report 11/1/24-11/30/24, totaling \$184,170.65
- D. Invoice Expense Allocation Report for Invoices paid in November 2024

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

DISCUSSION ITEMS WITH NO ACTION

Library Director's Report

Director Naisbitt reported on the success of Di-November and Winterfest. There was a number of dinosaur related programs and activities throughout November that brought in patrons of all ages.

Over 2,000 people came to the Woodridge Winterfest. It was a nice community event and brought in new people to the Library. We hosted two live music programs, a children's craft and a meet and greet with beloved characters Ana and Elsa.

We have had a great response to the 2024 Library Survey. The over 2,000 responses received show a high level of satisfaction with the Library's customer service. Over 96% of the respondents agree or strongly agree that the Library is valuable and would recommend us to a friend.

Monthly Statistical Reports

Income Statement as of November 30, 2024

PRESIDENT'S REPORT

President Majewski thanked the Board members and staff for all their hard work and for being great stewards on behalf of the Library. He wished everyone Happy Holidays and we look forward to 2025.

NEW BUSINESS

Approval of Resolution 24-03, Annual Resolution Authorizing Public Library Non-Resident Cards and Installment Payments

Director Naisbitt presented Resolution 24-03 to the Board. She explained the Library uses the General Mathematical Formula method to calculate the non-resident card fee, which comes from section 3050.60(a) of the Administrative Code. The 2025 non-resident card fee will be \$338. It is recommended to adopt a new practice of allowing patrons to have the option of paying for the card in installments. There was further review and discussion on the different formulas and how the Library services work with residents versus non-residents.

MOTION by Trustee James, second by Trustee Thompson to approve Resolution 24-03 Annual Resolution Authorizing Public Library Non-Resident Cards, and to allow installment payments of the non-resident fee, with the full price of the card to be paid within 12 months.

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

Review of FY2025 Per Capita Grant

Director Naisbitt presented the FY2025 Per Capita Grant application and FY2023 per capita funds report and provided a brief summary. The Library is in compliance with Public Act 103-0100, which ties library funding to an obligation that we establish and follow an anti-censorship policy. We follow the ALA Code of Ethics/ALA Bill of Rights according to Board Bylaws/Circulation Policy.

Village Levy Presentation

Director Naisbitt summarized her presentation of our upcoming Levy and 2025 budget to the Village Board of Trustees at their November 21, 2024 meeting.

UNFINISHED BUSINESS

Boiler Project Update

Director Naisbitt reported the installation of the first boiler has taken place and is working well. We are waiting on the replacement of the second boiler.

Backflow Update

The replacement of our backflow device took place during the morning on Friday, December 13, 2024 and everything went well. We were able to open the building to the public, as scheduled, at 1:00 p.m.

Elevator Modernization Update

The Library is in the early stages of the Live and Learn - Public Library Construction Grant application process. Williams Architects is working on our behalf to get information on an electric elevator option along with costs for the overall elevator modernization project.

Strategic Plan Update

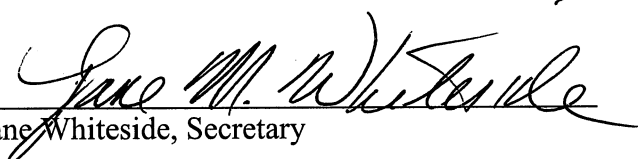
Director Naisbitt provided some highlights from the public, Board, and staff surveys. She reported on areas such as the public’s perception of our customer service; what the Library should be doing; the public’s areas of interest; what should the Library offer in the future (e.g. a library of things); and the views from staff and the Board.

ADJOURNMENT

There being no further business, motion by Trustee James second by Trustee Bloom to adjourn the meeting at 8:29 p.m.

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

These minutes were approved by the Board of Trustees.


Jane Whiteside, Secretary

1-15-2025
Date

Debra Fowler, Recording Secretary