

**WOODRIDGE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
MAHLKE MEETING ROOM - 2ND FLOOR  
March 19, 2025**

**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 (7:33 pm), Bloom, Whiteside, James, Thompson, Majewski

Absent:               None

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

**MINUTES**

MOTION by Trustee Staszak, second by Trustee Bloom to approve the February 19, 2025 minutes of the regular meeting of the Library Board.

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

**RECOGNITION OF PUBLIC**

Mr. Ronald Campbell was present, but had no comment. Mr. Paul Engel was also present and asked how President Trump's Executive Order to reduce funding to IMLS (Institute of Museum and Library Services) will affect the Woodridge Public Library. IMLS is the organization responsible for administering crucial grants to state and local libraries. Director Naisbitt explained that the Woodridge Public Library does not receive funds directly from IMLS. However, WPL receives support from RAILS (Reaching Across Illinois Library System) and the Illinois State Library and each of these library partners have funding tied to the IMLS.

Trustee Heneghan arrived at 7:33 p.m.

**CONSENT AGENDA**

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

- A. Library Payroll for the month of February 2025 in the amount of \$154,936.26
- B. Personnel Report for the month of February indicating 4 staffing changes
- C. Bank Register Report 2/1/25-2/28/25, totaling \$103,779.46
- D. Invoice Expense Allocation Report for Invoices paid in February 2025

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

**DISCUSSION ITEMS WITH NO ACTION**

**Library Director's Report**

Director Naisbitt reported that each Play & Learn event has been well attended in the Children's Department. A literacy display is created to provide families with books and literacy materials that they can use to further practice literacy skills.

Director Naisbitt met with the Mayor and Village Administrator to discuss a potential TIF (Tax Increment Financing) for a 75th Street corridor project to attract new investors.

Ten Library staff members read to over 400 District 68 students in 21 classrooms for the Read Across America event.

**Monthly Statistical Reports**

**Income Statement as of February 28, 2025**

**PRESIDENT'S REPORT**

President Majewski acknowledged and expressed condolences from the Board on the passing of staff member Alex Mitre and former employee and Friends of the Library volunteer Carol Leveillee.

**NEW BUSINESS**

**Internal Financial Control Processes Update**

The Internal Financial Control Processes Policy is due for review. Director Naisbitt cited some minor updates that need to be made.

MOTION by Trustee Whiteside, second by Trustee Bloom to approve the Internal Financial Control Processes Policy update.

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

**Firewall Replacement**

The replacement of our current firewall from 2019 is part of our normal technology upgrade. Our Technology Manger filed the firewall replacement as an E-Rate eligible project for FY2025 and requested Sourcewell bids. Only one valid E-Rate bidder met our criteria along with four Sourcewell vendors. The bid from Computer View Inc. (CVI) was the lowest bid.

MOTION by Trustee Thompson, second by Trustee James to approve CVI as the vendor to replace and install the Library's network firewall, including a 5-year support and protection bundle, for a cost not to exceed \$26,330.

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

**UNFINISHED BUSINESS**

**Strategic Plan Update**

Director Naisbitt passed out documents for the Trustees to review in preparation for the Strategic Planning Session that will be held on Tuesday, March 25, 2025.

**EXECUTIVE SESSION**

MOTION by Trustee Thompson, second by Trustee Staszak to go into Executive Session at 7:55 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific Library employees (5 ILCS 120/2(c)(1)).

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

MOTION by Trustee Staszak, second by Trustee Thompson to return to open session at 8:00 pm.

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

**Approval of Library Director’s Compensation**

MOTION by Trustee Bloom, second by Trustee Staszak to approve a 4.0% merit increase bringing the total annual compensation to \$145,600. This increase is based upon a positive performance review and within the guidelines of the Woodridge Public Library FY2025 Employee Compensation Plan.

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

Members of the Board expressed their appreciation for Director Naisbitt and all she has accomplished this past year. She expressed her gratitude to the Board.

**ADJOURNMENT**

There being no further business, motion by Trustee Staszak second by Trustee Whiteside to adjourn the meeting at 8:01 p.m.

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

These minutes were approved by the Board of Trustees.

  
Jane Whiteside, Secretary

4-16-25  
Date

Debra Fowler, Recording Secretary