



Observer Report

Woodridge Public Library Board of Trustees

Observer(s): Mary Hobein

Date: 9/18/2019

<i>Members Present</i>	General Observations	Y es	N o	Comments
John Majewski				
William Thompson				
Judy Bloom				
Nancy Staszak				
Joseph Heneghan				
Jane Whiteside				
Pam Dubé (director)				
Patti Naisbitt (program director)				
Deb Fowler (assistant to director)				

Remember:

- *Always be polite and respectful*
- *Record the meeting if possible*
- *Your attendance is about observation not participation. You are there to learn not judge*
- *Strive for clarity while avoiding bias and partisanship*

Were the facilities large enough? Could the audience readily hear the proceedings? Handicapped Access?	x		
Was there media coverage?		x	
Illinois Open Meeting Act requirements			
Was the agenda posted 48 hours	x		https://www.woodridgelibrary.org/board-trustees



before the meeting? If so, where?			
Did the agenda items clearly describe what was to be discussed	x		
Was background information available to the public?		x	
Were issues adequately discussed?	x		
Was public comment encouraged?	x		
Was the public treated respectfully?	x		

Agenda and supporting agenda items can be found at:

<https://www.woodridgelibrary.org/board-trustees>

Meetings are streamed and archived at:

Not streamed.

Minutes are archived at: <https://www.woodridgelibrary.org/board-trustees>

Public participation: (estimate of attendance excluding staff and elected officials)

Self

Public Participation Remarks:



None.

Presentation by outside contractor and discussion by elected officials, staff and/or administrators:

None

Informational Items presented by elected officials, staff and/or administrators:

There will be a lot of participation in the Woodridge anniversary parade.

Ms. Naisbitt has dropped off informational flyers with apartment managers in an effort to reach new residents. The managers have been very cooperative and posted flyers in the elevators. The Patch and the Library's newsletter, Library Leaves, keep people informed of the library's programs. Cardholders also get library e-news. Ms. Staszak said that there were people living near her who were in an unincorporated area and wanted to know if they were able to use any library services. While they cannot check out materials, they can attend library programs and use the computers at the library. There are about 1700 people with Woodridge addresses who actually live in unincorporated areas. Patti will get a list from the Village. The library's interest income, mainly from IMET, is very good. The budget was discussed and approved. Money from Tax Incremental Fund (TIF) district has increased by \$12,554. Total levy is \$3,847, 414. Total budget is \$4,078,283. There is more for digital materials in the budget than last year. For complete information on the budget, see:

<https://www.woodridgelibrary.org/financials>

The tax levy resolution was discussed and approved. This includes general funds, which are unrestricted and restricted funds, such as FICA. Resolution regarding transfer of funds from general to building site funds was approved. There was not previously enough money in the site funds for anticipated roof repairs. Ms. Dubé prefers to be conservative about the amount of money to be transferred as once it is in the building site fund, it is restricted only to that purpose. Purchase of desktop computers was approved. Current equipment is from 2011 or earlier and not in good condition. They can use Computer View Incorporated (CVI), a current service provider, for this as expenses under \$25,000 do not have to go out for bid. This cost is \$19, 508. Health insurance proposal was approved last month, but because some dates needed to be amended, the board needed to re-approve the proposal with the amended dates. They did so,

Were any issues on the agenda relevant to any LWV state or local positions or programs?

No

Do you recommend local League action on any of these issues? If "yes" what action do you recommend?

no

Additional Comments/Concerns –

None at this time

Observation Report filed by: Mary Hobein _____

Date: September 23, 2019



Observation Report Reviewed by _____ Date _____
Observation Report posted by _____ Date _____