



**Observer Report**  
**Woodridge Public Library Board of Trustees**

Observer(s): Mary Hobein

Date: 01/15/2020

<b>Government Body:</b>	
<i>Members Present</i>	<i>Members not Present</i>
Judy Bloom	Joseph Heneghan
William Thompson	John Majewski
Jane Whiteside	
Nancy Staszak	
Pam Dubé (director)	
Patti Naisbitt (programs 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*

<b>General Observations</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Did meeting start on time?	x		
Were the facilities large enough? Could the audience readily hear the proceedings? Handicapped Access?	x		
Was there media coverage?		x	

<b>Illinois Open Meeting Act requirements</b>			
Was the agenda posted 48 hours before the meeting? If so, where?	x		<a href="https://www.woodridgelibrary.org/board-trustees">https://www.woodridgelibrary.org/board-trustees</a>
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:**

Staff who had been employed at the library for 15 or more years were introduced by their supervisors and honored by the Board and Administrators.

A program for families with children's activities called Noon Year's Eve was done the morning of December 31, with a countdown to noon. This was highly successful with attendance of 299.

One of the two book drops on the west side of the library was replaced. This was paid for by the Friends of the Library.

Several of the staff will attend a legislative meet-up in Oakbrook on 2/3.

Library programs that had had poor attendance were eliminated. For the remaining programs, attendance was up by 4%. The number of teen programs was doubled. Residents from Cedarhurst Senior Center were bussed in for music programs. Horizon Senior Center does not have a bus, but the residents are more independent. The library assisted Horizon in setting up a book club. It is more efficient to assist private book clubs than for the library to sponsor them. The library will get multiple copies of books selected by private book clubs. There was also discussion of outreach with community organization for shared programs. It was mentioned that the League of Women Voters used to use the Woodridge Public Library for Great Decisions, but due to much larger number of participants and scheduling issues, this was moved to the Downers Grove Public Library.

There is a 13% increase in use of the children's play area. Items provided there are items that cannot be climbed or knocked over.

The Employee Handbook was revised to comply with new personnel laws. Attorney was consulted on clarification of reimbursement for employee expenses. The board approved the revisions.

The Board approved the purchase of new desktop computers for the adult/teen area. Due to substantial use and high expectation, it is recommended that desktop computers be replaced every 3-5 years. The current computers are 5-9 years old and can be used in other parts of the library. Fewer computers will be purchased and placed farther apart. The lowest price quote was from Computer View Inc. (CVI) at \$29, 928. Board approved the purchase.

Current chrome books are old and slow and could probably be replaced next year. Need and number will be assessed.

Meeting adjourned at 8:47 pm.

**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: January 22, 2020

Observation Report Reviewed by \_\_\_\_\_ *Lina Reed* Date 1/20/2020 \_\_\_\_\_

Observation Report posted by \_\_\_\_\_ Date \_\_\_\_\_