

## **League of Women Voters Observers Report**

**Board meeting attended:** Woodridge Public Library

**Date and Location of meeting:** April 17, 2019 at Woodridge Public Library

**Meeting started:** 7:30 p.m.

**Meeting adjourned:** 8:10 p.m.

**League Observer(s):** Mary Hobein

**Board Members/Trustees present (P) not present (NP) tardy (T):** Jay Tiede (P), John Majewski (P), Jane Whiteside (P), Judy Bloom (P), Clinton James (P), William J. Thompson, Jr. (P), Christopher Tripp (NP)

**Staff Members Present:** Pam Dubé (Director), Deb Fowler (Adm. Assistant to Director), Patti Naisbitt (program director)

**Estimated Number Attending (excluding Board and Staff):** 4 (including Nancy Staszak and Joe Heneghan, who were recently elected to the Library Board and will take office next month, were there.)

**Agenda can be found at: Woodridge Public Library website:**  
<http://www.woodridgelibrary.org/board-trustees>

**APPROVAL OF MINUTES OF March 20 MEETING:** unanimous approval by all present

**PUBLIC COMMENT:** none

**RECOGNITION AND PRESENTATIONS TO OUTGOING BOARD MEMBERS JAY TIEDE AND CHRISTOPHER TRIPP:** Mr. Tiede was recognized and presented with a plaque. He had been on the board since 2001 and president for the past 9 years. A letter of appreciation from former library director Susan McNeil-Marshall was read. Mr. Tiede made a brief speech. Mr. Tripp, who was not present, was also recognized. He had been a board member for 33 years.

**CONSENT AGENDA:** Unanimous approval by all present.

**LIBRARY DIRECTOR'S REPORT:** Inauguration of new board members will take place at Village Hall on 4/28 along with Park District and Village Board officials. Jane Malmberg did a report on the Illinois Youth Services meeting.

**PRESIDENT'S REPORT:** None

**NEW BUSINESS:**

- A. Review of Executive Session Minutes This is required to be done twice a year, but there have been no executive sessions since the last review.
- B. Library Board Reorganization Meeting May 2019 Ms. Whiteside and Ms. Bloom were appointed to the nominating committee for the board assignments to be decided at the May meeting.
- C. Approval of Intergovernmental Agreement between Village of Woodridge, Public Library, Park District, and School District 68 This deals with the parking facilities to be shared by these entities with the construction of track (for Jefferson Junior High School) and park district sledding hill. It is agreed to have a license for 25 years. A definite number of spaces to be allotted to the library will not be decided until there is a professional assessment of the lot. The school district must have a traffic control plan to be used during school events. A village ordinance was passed that requires the school district to have a traffic and parking study done by a third party. There is a basic concern about traffic and parking when there is a track meet on the same day as a library event. So far, there has not been much discussion of the possible impact of the sledding hill on the library. Since the sledders may use the library lobby as their warming house, Ms. Naisbitt thinks that there needs to be something in place to deal with wet floors. She also suggests the possibility of having hot cocoa available in the lobby. Intergovernmental agreement was unanimously approved.

**UNFINISHED BUSINESS:** None

**General Features**

	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Did the meeting start on time?	x		
Were members attentive and prepared?	x		
Were members courteous to each other?	x		good camaraderie
Were members attentive to the publics' comments?			N/A
Was the facility adequate?	x		
Could the audience see and hear?	x		
Were visual aids easily visible to the audience			n/a
Were the meeting facilities handicapped accessible	x		

**FOIA (Complete once, unless information changes.)** Completed for April 2019 meeting.

**Illinois Open Meetings Act requirements**

	Yes	No	Comments
Was the agenda posted 48 hours before the meeting? If yes, note where	x		
Did the agenda items clearly describe what was to be discussed?	x		
Were background materials made available to the public?		x	
Was there adequate discussion of the issues?	x		
Was there a closed session before, during or after the meeting?	X		employee issues discussed
If there was a closed meeting, was any action taken after the closed session? If so, what action?			The Board unanimously voted to approve the director's salary increase, based on performance appraisal

**Date Submitted:** April 19, 2019

**By:** Mary Hobein