

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES
Board Meeting Minutes
June 4, 2020

PRESENT: Wendy Goldstein Stella Kalfas M. David Johnson
(Board) Allan Ruter Carol Schmitt Kathy Vega
Tom Blanchard

PRESENT: Vickie L. Novak, Library Director
(Staff) Jane Berry, Assistant Director
Christine Klimusko, Business Manager

GUESTS: Linda Burns, Head of Reader Services
Barbara Littlefield, Head of Youth Services
John Keister, Keister and Associates, Consultant

1. CALL TO ORDER AND ROLL CALL

President Vega called the meeting to order at 6:35 p.m. and the roll was called.

2. PUBLIC COMMENTS

None at this time.

3. COMMITTEE REPORTS

a.) Finance Committee

Budget and Finance Committee Chair Ruter presented the FY2021 Budget Calendar. Ruter asked the various Committee Chairs to meet with their committees to determine if there are any expenses that may need to be included in the FY2021 Budget.

President Vega may not be able to attend the August 20th Board Meeting were the Board will discuss the Department Head Budget presentations presented on the August 13th, so Vega may consider moving the meeting.

4. NEW BUSINESS

a. Report from John Keister re: Status of Director Search & Next Steps
President Vega welcomed Executive Search Consultant John Keister.

MOTION Moved by Johnson, seconded by Kalfas, to move to Executive Session per Section 2(c)1 of the Open Meetings Act – Personnel.

Roll call vote taken. Blanchard, Goldstein, Kalfas, Johnson, Ruter, Schmitt and Vega voted aye. No nays. Motion carried.

The meeting moved to Closed Session at 6:50 p.m. Administrative staff were asked to leave the Executive Session at this time.

The meeting returned to Open Session at 7:30 p.m.

4. NEW BUSINESS

b. Report from John Keister re: Status of Director Search and Next Steps

After narrowing the search, Executive Search Consultant Keister presented six potential candidates for the Library Director position for the Board to consider interviewing. The Board decided to interview four of the candidates. Two candidates will be interviewed each day on two consecutive days. The candidates will meet with the Department Heads, then staff and lastly, with the Board of Trustees. Following the staff interaction, Keister will provide a survey for staff to convey their impressions of each candidate. Ideally, the Board would like to interview the candidates on June 15th and June 16th. Keister will contact the candidates to see if they will be available. June 10th and June 11th will serve as backup interview dates. Keister will contact the candidates' references at this point and he will prepare a report for the Trustees with reference responses. The interview will last from 50 to 60 minutes. Trustee interviews will be scheduled for 3:00 p.m. and 4:15 p.m.

Two candidates will be traveling from out of state. The Board agreed to reimburse the candidates for travel expenses.

5. OTHER

None at this time.

MOTION Moved by Johnson, seconded Goldstein, to move to Executive Session per 2(c)(1) of the Open Meetings Act – Personnel.

Roll call vote taken. Blanchard, Goldstein, Johnson, Ruter, Schmitt and Vega voted aye. No nays. Motion carried.

The meeting moved to Closed Session at 8:01 p.m.

6. EXECUTIVE SESSION

a.) Per Section 2(c)(1) of the Open Meetings Act – Personnel

The meeting returned to Open Session at 9:09 p.m.

7. ADJOURNMENT

There being no additional business to be brought before the Board, President Vega requested a motion to adjourn.

MOTION Moved by Johnson, seconded by Goldstein, to adjourn.

Voice vote taken. All ayes. No nays. Motion carried.

The meeting adjourned at 9:11 p.m.

Respectfully submitted,

Tom Blanchard, Secretary
Glenview Public Library Board of Trustees