

Glenview Public Library Board of Trustees

MINUTES

January 25, 2023 - 6:30 p.m.

Conference Room

PRESENT: Tom Blanchard M. David Johnson Allan Ruter
(Board) Ruth Rosenblum Carol Schmitt Kathy Vega
Winnie Clonts

PRESENT: Lindsey Dorfman, Executive Library Director
(Staff) Teri Room, Deputy Director
Christine Klimusko, Finance Director

GUEST: Tara Call, League of Women Voters
Jenna Monckton, GBS Student
Eliza Weiss, GBS Student
Georgia Mondlack, GBS Student
Michael O'Connell
Sara Spitz
Jill Brickman, Glenview History Center
Lynne Stiefel, Glenview History Center
Paul Brancky, Glenview History Center

1. CALL TO ORDER AND ROLL CALL

President Rosenblum called the meeting to order at 6:30 p.m. and the roll was called.

2. APPROVAL OF MINUTES

a. Regular Meeting of December 15, 2022

MOTION Moved by Trustee Ruter, seconded by Trustee Vega, to approve the minutes as amended.

A voice vote was taken. All ayes. No nays. Motion carried.

3. PUBLIC COMMENT

None at this time.

4. APPROVAL OF JANUARY 2023 WARRANTS

- a. Warrant Summary**
- b. Warrants Greater than \$5,000**

Trustee Ruter reviewed the warrants for January 25, 2023 and listed those warrants and invoices greater than \$5,000.00.

MOTION Moved by Trustee Ruter, seconded by Trustee Johnson, to approve the Warrants for January 25, 2023, in the amount of \$527,852.15.

A roll call vote was taken. Trustee Blanchard, Trustee Clonts, Trustee Johnson, Trustee Ruter, Trustee Schmitt, Trustee Vega, and Trustee Rosenblum voted aye. No nays. Motion carried.

5. EXAMINATION OF FINANCIAL REPORTS AND STATISTICS

- a. Fund Income Statements November 2022**
- b. November 2022 Cash Flow Report**
- c. Cash and Investment Balances**

Finance Director Klimusko walked the Board through the November 2022 financial statements. Revenue totaled \$4,944,043.01 or 58.63% of the library's 2022 budgeted revenue. Property tax revenue collected was \$4,463,057.77 or 54.10% of budgeted property tax revenue.

November YTD expenditures totaled \$6,627,745.00 or 77.41% of the budget.

The cash balance was \$3,063,016 and Cash & Investments equaled \$3,507,426.27.

6. PRESIDENT'S REPORT

President Rosenblum wished everyone a Happy Chinese New Year and mentioned that this is the year of the rabbit.

Rosenblum stated that the Board tends to focus on the Library's overall strategic goals and asked the Trustees to share some of the smaller successes from 2022. Responses included the book tagging project, the Glenview Officials Meeting on the terrace last April, the increased staff engagement with the public, the new outdoor furniture and garden on the terrace, the library's rebranding, and the improvement in management.

She then asked what the Trustees to express some potential goals for 2023. Responses included car magnets, pins, passport initiative, events to attract new patrons, a coffee cart or an area with a Barnes and Noble vibe, space reallocation, and the possibility of services at remote sites.

7. LEGISLATIVE UPDATE

None at this time.

8. FOUNDATION UPDATE

The Glenview Public Library Foundation will host the Second Annual Stay at Home and Read Fundraiser on Sunday, March 19, 2023. Trustee Ruter said that the Foundation is working with Executive Library Director Dorfman to host a fundraising event at the library this year.

9. ACCEPTANCE OF STAFF REPORTS AND STATISTICS

- a. Library Director's Report
- b. Statistical Summary
- c. 2022 Strategic Plan Report

MOTION Moved by Trustee Johnson, seconded by Trustee Ruter, to accept the Staff Reports and Statistics as presented.

Executive Library Director Dorfman welcomed Linda Sawyer as the new Youth Services Community Engagement Librarian.

Dorfman reported that the launch of the library's new website went well. There are some registration issues that are being worked out. Overall, feedback has been positive.

Deputy Director Room distributed copies of *Haben: The Deafblind Girl who Conquered Harvard Law* by Haben Girma. Room explained that the book has been chosen for this year's Glenview Reads Together event and the library will host a live virtual interview with Haben Girma on March 7th.

The library's circulation number reached over 1.0 million for the first time.

The number of new library card holders continues to increase each month.

A summary of the 2022 strategic planning objectives was presented.

A voice vote was taken. All ayes. No nays. Motion carried.

10. COMMITTEE REPORTS

None at this time.

11. UNFINISHED BUSINESS

- a. Approval of 2023 Parking Easement Contract with AT&T

MOTION Moved by Trustee Johnson, seconded by Trustee Schmitt, to approve the 2023 Parking Easement Contract with AT&T.

A roll call vote was taken. Trustee Blanchard, Trustee Clonts, Trustee Johnson, Trustee Ruter, Trustee Schmitt, Trustee Vega, and Trustee Rosenblum voted aye. No nays. Motion carried.

- b. Approval of Intergovernmental Agreement Between the Village of Glenview, the Glenview Public Library and the Glenview History Center Concerning the Farmhouse Museum and Library.**

MOTION Moved by Trustee Johnson, seconded by Trustee Ruter, to approve the Intergovernmental Agreement between the Village of Glenview, the Glenview Public Library, and the Glenview History Center concerning the Farmhouse Museum and Library.

A roll call vote was taken. Trustee Blanchard, Trustee Clonts, Trustee Johnson, Trustee Ruter, Trustee Schmitt, Trustee Vega, and Trustee Rosenblum voted aye. No nays. Motion carried.

12. NEW BUSINESS

- a. Approval of Resolution of Annual Determination to Library System Regarding Provision of Library Services to Non-Residents**

MOTION Moved by Trustee Vega, seconded by Trustee Ruter, to approve the Resolution of Annual Determination to Library System Regarding Provision of Library Services to Non-Residents.

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

- b. Approval of Purchase of New Switches**

MOTION Moved by Trustee Johnson, seconded by Trustee Schmitt, to approve the purchase of new switches in the amount of \$36,424.85.

A roll call vote was taken. Trustee Blanchard, Trustee Clonts, Trustee Johnson, Trustee Ruter, Trustee Schmitt, Trustee Vega, and Trustee Rosenblum voted aye. No nays. Motion carried.

13. OTHER

Trustee Vega remarked that the 2023 Strategic Objective brochure turned out very nicely.

14. ANNOUNCEMENTS

- a. February Warrants – Kathy Vega
- b. March Warrants – Carol Schmitt
- c. Annual Report to Village Board February 7th at 7:30 PM
- d. Statement of Economic Interest – 2022
- e. Vacation

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

A roll call vote was taken. Trustee Blanchard, Trustee Clonts, Trustee Johnson, Trustee Ruter, Trustee Schmitt, Trustee Vega, and Trustee Rosenblum voted aye. No nays. Motion carried.

The meeting moved to Closed Session at 7:28 a.m.

15. EXECUTIVE SESSION

- a. Per Section 2 (c) (1) of the Open Meetings Act – Personnel
Library Director’s 2023 Goals

The meeting returned to Open Session at 7:40 p.m.

16. ADJOURNMENT

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

MOTION Moved by Trustee Johnson, seconded by Trustee Ruter, to adjourn.

A voice vote was taken. All ayes. No nays. Motion carried.

The meeting adjourned at 7:41 p.m.

Respectfully submitted,

Winifred L. Clonts, Secretary
Glenview Public Library Board of Trustees