

**SPECIAL MEETING OF THE GLENVIEW PUBLIC LIBRARY
BOARD OF TRUSTEES**

Minutes

September 27, 2018

6:00 PM

PRESENT (Board)	Wendy Goldstein John Miller Carol Schmitt	M David Johnson Allan Ruter Kathy Vega
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**ABSENT
(Board)** **Stella Kalfas**

PRESENT (Staff)	Vickie L. Novak, Library Director Jane Berry, Assistant Director Christine Klimusko, Business Manager
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1. CALL TO ORDER AND ROLL CALL

President Ruter called the meeting to order at 6:00 p.m. and the roll was called.

2. PUBLIC COMMENTS

None at this time.

3. OLD BUSINESS

- (a) Take from the Table "Determine Salary Pool for FY2019 Budget"

MOTION Moved by Johnson, seconded by Schmitt, to take from the Table "Determine Salary Pool for FY 2019 Budget."

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

The Trustees discussed three salary pool increases. The scenarios included a 3.0%, a 3.5% and a 4.0% salary increase.

MOTION Moved by Johnson, seconded by Miller, to approve a salary pool of 3.5%

for FY2019, which will include a 1% Cost of Living Adjustment and a 2.5% merit pool.

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

4. NEW BUSINESS

(a) Determine Cost of Living Adjustment to Salary Scales

Library Director Novak reviewed the data on the 2018 Cost of Living Adjustment, which is 1.7% in the Chicagoland area. The Board gives direction to Novak at this time each year to adjust the Salary Scale to incorporate the annual cost of living increase.

MOTION Moved by Johnson, seconded by Vega, in accordance with the Consumer Price Index, to adjust the Library's Salary Schedule with an increase of 1.7% to the salary ranges for each grade level for FY2019.

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

(b) Determine Operations Allocations for FY2019

MOTION Moved by Johnson, seconded by Miller, to approve the FY2019 Operating Expense Budget in the amount of \$2,282,620, which includes several department specific special budget requests.

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

(c) Determine Status of Capital Projects

i.) Review of Most Recent Revenue Projections from Village

The Board reviewed the Library's Revenue Projections for 2018 and 2019 provided by Village Finance Director Maggie Bosley.

ii.) Review Potential Funding Scenarios

The Board of Trustees reviewed the potential funding scenarios for the Library's two

major capital projects.

MOTION Moved by Vega, seconded by Johnson, to approve the two major capital projects, the Innovation Center and the Marketplace, and to approve the FY2019 appropriation of \$510,828 to be transferred from existing funds.

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

MOTION Moved by Johnson, seconded by Schmitt, to approve the Library's FY2019 Operating Budget in the amount of \$7,769,167.21.

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

(d) Determination of Tentative 2018 Tax Levy

MOTION Moved by Johnson, seconded by Goldstein, to approve the 2018 Tax Levy in the amount of \$6,351,201.

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

(e) Discussion re: Budget Presentation to the Village on October 22, 2018

President Ruter, Library Director Novak and Business Manager Klimusko will meet with Village Finance Director, Maggie Bosley, on October 11, 2018 to review and finalize the Library's Budget Workshop Presentation that Bosley will present on October 22, 2018. The Budget Workshop will be held at Village Hall and will begin at 7:00 p.m.

President Ruter will present the Library's FY2019 Budget to the Village of Glenview's Board of Trustees at the Village Board Meeting on November 6, 2018. The Village Board Meeting will held at Village Hall and will begin at 7:30 p.m.

5. OTHER

None at this time.

6. EXECUTIVE SESSION

**(a) Per Section 2(c)(1) of the Open Meetings Act – Personnel
None at the time.**

7. ADJOURNMENT

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

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

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

The meeting adjourned at 8:47 p.m.

Respectfully submitted,

**Carol Schmitt, Secretary
Glenview Public Library Board of Trustees**