

**Glenview Public Library Board of Trustees**

**MINUTES**

**February 16, 2023**

**6:30 p.m. – Conference Room**

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

**ABSENT:** Winnie Clonts  
**(Board)**

**PRESENT:** Lindsey Dorfman, Executive Library Director  
**(Staff)** Teri Room, Deputy Director  
Christine Klimusko, Business & Finance Director  
Hilary Gabel, Communications Director

**GUESTS:** Tara Call, League of Women Voters  
Marilyn Maldonado, GBS Student  
Sam Knezevich, GBS Student  
Ethan Lee, GBS Student  
Rarik Haskovic, GBS Student  
Saymon Burretvwski, GBS Student  
Annil Tiwan, GBS Student

**1. CALL TO ORDER AND ROLL CALL**

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

2. APPROVAL OF MINUTES
  - a. Regular Meeting of January 25, 2023

**MOTION** Moved by Trustee Johnson, seconded by Trustee Schmitt to approve the minutes from the January 25, 2023 Board Meeting.

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

3. APPROVAL OF WARRANTS – February 16, 2023
  - a. Warrant Summary
  - b. Warrants Greater than \$5,000.

Trustee Vega reviewed the warrants for February 16, 2023, and listed those warrants and invoices greater than \$5,000.00.

**MOTION** Moved by Trustee Vega, seconded by Trustee Johnson, to approve the warrants of February 16, 2023, in the amount of \$149,876.64.

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

4. EXAMINATION OF FINANCIAL REPORTS & STATISTICS
  - a. Fund Income Statements December 2022
  - b. December 2022 Cash Flow Report
  - c. Cash and Investment Balances

Business and Finance Director Klimusko reviewed the preliminary December 2022 financial statements. Revenue totals \$7,686,905.80 or 84.94% of the library's 2022 budgeted revenue. Property tax revenue collected is \$6,513,033.04 or 80.44% of budget. A portion of the second installment of 2022 real estate tax payments was collected in December and is reflected in this month's financials.

Klimusko pointed out that the 2023 Revenue Forecast is greater than prior years. The total revenue for 2023 is forecasted to be \$10,222,161. The 2022 levy has incorporated

the Make Whole Payment, which has been rolled into the real estate revenue with the closure of the TIF.

December YTD expenditures total \$7,786,605.67 or 95.88% of the budget. Of those total expenses, salary & related expenses came in at 95% of the 2022 budgeted personnel expenses. Operating Expenses were on budget at 99.55% of 2022 budgeted Operating Expenses. Total personnel expenses represent 67% of the library's total expenditures this year.

The cash balance at the end of December is \$3,701,182. Cash & Investments at 12/31/22 total \$5,244,449.38. Klimusko noted that the balance at the end of 2022 has increased compared to the November balance, a result of property tax receipts received in December.

## 5. PRESIDENT'S REPORT

President Rosenblum shared from the ILA website and ILA Legislative Agenda potential statewide access to online resources. Executive Director Dorfman shared that the state of Michigan has saved public libraries thousands of dollars each year by the state library managing the databases for the State. Residents log into the site using their driver's license.

Illinois Secretary of State Alexi Giannoulis has shared his Library Enhancements Plan for Libraries, published in his Secretary of State Transition Report dated January 27, 2023. Giannoulis' "vision for Library Enhancements is to champion access to information by equitably distributing library resources (e.g., online education resources, databases, and eBooks), activating collaborative partnerships, and supporting freedom of thought. If successful, this would mean increased library utilization, reduced number of Illinois residents not served by a library system, and increased number of inter-office initiatives."

Lastly, President Rosenblum shared an article featured in the February 14, 2023 edition of the *New York Times* titled "A Love Letter to Libraries, Long Overdue." The article highlighted libraries from across the country.

## **6. LEGISLATIVE UPDATE**

President Rosenblum's Legislative update is included in the President's Report.

## **7. FOUNDATION UPDATE**

Trustee Ruter distributed the GPL Foundation's "save the date" event bookmarks for this year's "Stay at Home and Read a Book Ball." The event will be held Sunday March 19, 2023. Also of note, Foundation President Jackie Lutz has been looking for a successor. Two Foundation colleagues have agreed to share the duties of president next year.

## **8. ACCEPTANCE OF STAFF REPORTS & STATISTICS**

- a. Library Director's Report**
- b. Statistical Summary**
- c. Report on New Website – Hilary Gabel**

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

Executive Library Director Dorfman reported there has been a great deal of patron interest in the passport service. The Glenview History Center asked Dorfman to distribute their long-range plan to the Library Board. IT Director Allen Bettig has stopped by the History Center last week to assess their technology and Librarian Kimberly Schlarman meets with History Center members weekly.

In prior years, ILA sponsored a regional legislative breakfast each winter; this has been discontinued. ILA would like libraries to host the meeting going forward. Executive Library Director Dorfman is working with Northbrook Library Director Kate Hall and they plan to host a legislative get together, inviting local legislators and the library trustees from both libraries.

Facilities Manager Mark Depa has announced his retirement after 10 years of service. His last day will be March 31<sup>st</sup>. The Trustees asked Library Director Dorfman to

invite Depa to the March Board meeting so they can thank him for his dedicated service and wish him well.

Communications Director Hilary Gabel shared the Library's website purpose statement and presented several new features and enhancements from the redesigned website.

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

**9. COMMITTEE REPORTS**

None at this time.

**10. UNFINISHED BUSINESS**

None at this time.

**11. NEW BUSINESS**

None at this time.

**12. OTHER**

**a. May Board Meeting**

Trustees Rosenblum, Blanchard, Vega, and Ruter are unable to attend the March 16<sup>th</sup> Board Meeting. The Trustees rescheduled the meeting to Tuesday, March 21<sup>st</sup>, starting 6:30 p.m. in the Conference Room.

Trustee Rosenblum is unable to attend the May 18<sup>th</sup> Board meeting. The Board agreed to change the meeting to Wednesday, May 17<sup>th</sup>, at 6:30 p.m. in the Conference Room.

**13. ANNOUNCEMENTS**

- a. **March Warrants – Carol Schmitt**
- b. **April Warrants – Carol Schmitt**
- c. **Statement of Economic Interest**
- d. **LACONI Trustee Banquet Friday, May 19**

**Trustee Ruter agreed to review the Executive Session Meeting Minutes before the March 2023 meeting and report back to the Board at the March meeting.**

**14. EXECUTIVE SESSION**

**None at this time.**

**15. 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 Vega, to adjourn.**

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

**The meeting adjourned at 7:24 p.m.**

**Respectfully submitted,**

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