

**GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEE  
MEETING MINUTES**

**April 20, 2023**

**6:30 p.m. – Conference Room**

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

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

**GUESTS:** Georgia Delis, HR Coordinator, GPL  
Tara Call, League of Women Voters  
Anna Pataky, GBS Student  
Danielle Schuh  
Kevin Schuh, GBS Student

**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 March 21, 2023**

**MOTION** Moved by Trustee Clonts, seconded by Trustee Blanchard, to approve the minutes of the March 21, 2023 meeting, as amended.

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

### **3. PUBLIC COMMENT**

**None at this time.**

### **4. APPROVAL OF APRIL 2023 WARRANTS**

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

**Trustee Schmitt reviewed the warrants for April 20, 2023, and listed those warrants and invoices greater than \$5,000.00.**

**MOTION Moved by Trustee Schmitt, seconded by Trustee Ruter, to approve the warrants for April 20, 2023, in the amount of \$356,188.79.**

**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.**

### **5. EXAMINATION OF FINANCIAL REPORTS AND STATISTICS**

- a. Fund Income Statements February 2023**
- b. February 2023 Cash Flow Report**
- c. Cash and Investment Balances**

**Business and Finance Director Klimusko reviewed the YTD February financial statements. Total revenue through February was \$1,687,123.20 or 19.43% of the library's 2023 budgeted revenue. An additional \$50,692.15 in Prior Year Property Tax Revenue was collected this month, and now totals \$1,627,248.02.**

**Klimusko pointed out that Interest Income of \$4,296.77 for the first two months of 2023 exceeds the entire budgeted amount of Interest Income for the year. She explained that the increase in Interest Income is a direct result of the interest rate hikes directed by the Federal Reserve.**

**February expenditures totaled \$730,566.17 or 11.02% of the budget and expenses are running slightly lower than anticipated two months into the fiscal year.**

The Library's Operating Fund Cash Flow balance remains stable and at the end of February is \$4,431,748. The Library remains in compliance with the Operating Fund Policy of 2 months of expenses on hand. Cash & Investment totals \$5,811,161.84.

**6. PRESIDENT'S REPORT**

- a. Elmwood Park
- b. Review of Local Library Elections

Executive Library Director Dorfman shared that Niles-Maine District Library residents have elected a few new Board members.

Illinois Secretary of State Alexi Giannoulias has drafted legislation to support public and school libraries and librarians dealing with censorship of books and resources in Illinois.

President Rosenblum shared that Lincolnwood residents have also elected several new Board members.

**7. LEGISLATIVE UPDATE**

President Rosenblum shared several newspaper and magazine articles regarding censorship and book bans.

Llano County Texas libraries will remain open and return books that were previously banned to the shelves. Llano County Commissioners had considered closing the three libraries in response to a ruling from a federal judge who ordered banned books returned to the shelves. A recent Washington Post article reported that Llano County Texas voters put pressure on the Commissioners to keep all three branches open.

The State of Missouri had decided to cut funding for libraries, which would have eliminated state per capita grants to libraries. Just a few days ago, the State agreed to reinstate the grants in the state budget, because of complaints from Missouri residents.

United Against Book Bans announced that April 24<sup>th</sup> is “The Right to Read Day.”

President Rosenblum suggested that the Trustees visit Book Riot’s Facebook page – which lists ten ways to support your local library.

Lastly, Rosenblum shared the article “When Culture Wars Come to the Public Library” from the April 20<sup>th</sup> edition of *The New Yorker*.

## 8. FOUNDATION UPDATE

Trustee Ruter reported that the Library Foundation Board recruited three new members, and that the Foundation’s Board Officers will transition into their new roles this summer. The Foundation is planning to host a new fundraiser this November called “Laughter and Libations in the Library.” Director Dorfman and Deputy Director Room have been invited to present the Library’s Strategic Plan to the Foundation Board at their May board meeting.

## 9. ACCEPTANCE OF STAFF REPORTS & STATISTICS

- a. Library Director’s Report
- b. Statistical Summary
- c. First Quarter Strategic Plan Report

**MOTION** Moved by Trustee Ruter, seconded by Trustee Schmitt, to accept the Staff Reports and Statistics for March 2023.

Director Dorfman provided an update on the various projects at the library. The façade, paver, and planter project continue. The library will re-pave the sidewalk areas as originally planned. There has been some concrete damage to the planters this winter; currently, the planters are being repaired and resealed. All work should be completed by June.

Director Dorfman announced the retirement of Youth Services Director Barbara Littlefield. Littlefield will attend the May Board Meeting so the Board can honor her

achievements. Dorfman has decided not to replace the YS Director and plans to hire two (2) additional librarians for the YS Department. The current YS Community Engagement Manager and YS Collection Manager will report to Deputy Director Room.

The partnership between the Village, the History Center, and the Library will be featured in the summer edition of Spark. Director Dorfman shared that Librarian Kimberly Schlarman spends approximately three (3) hours a week at the Glenview History Center. She continues to work with the History Center's Board with the preparation of its strategic plan, its collection plan, and finding the best purchasing and cataloging software for the History Center's resources. The building repair list has been completed, and the Village has selected an architectural firm. A comprehensive IT assessment for the History Center has been completed by the Library's IT Director Allen Bettig.

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

## 10. COMMITTEE REPORTS

None at this time.

## 11. UNFINISHED BUSINESS

### a. RFQ Review Timeline

Director Dorfman reviewed the RFQ Timeline with the Board. She scheduled several meetings for May to review the RFQs and to determine which firms the Board would like to interview.

The Building & Grounds Committee agreed to meet Wednesday, May 3<sup>rd</sup> at 4:00 p.m.

The Committee also agreed to conduct interviews over two dates with those firms that will best fit the library's needs. Two firms will be interviewed on Tuesday, May 9<sup>th</sup> and two more firms will be held on Wednesday, May 10<sup>th</sup>. Each interview will be

45 minutes long. The meetings will start at 4:00 p.m. and will be held in the Conference Room.

Patron Experience Director Jean Sanders will prepare a list of standard questions and the Building and Grounds Committee will review and make suggestions for questions before the interview meetings.

Once the interviews are completed, the B&G Committee will recommend an architecture design firm to the Board at the May meeting.

Director Dorfman plans to use the Library's Operating Fund Balance, and donations from the Friends and the Foundation, for the space reorganization. The master plan will focus on several areas in the Library, including the lobby, the children's area, a quiet zone on the second floor, the YS Workroom, and Administration Offices. The work will be completed in phases over the next 2 to 5 years. The plan will include a priority list. The cost should not exceed \$2.0 million.

## 12. NEW BUSINESS

None at this time.

## 13. OTHER

None at this time.

## 14. ANNOUNCEMENTS

- a. May Warrants - Winnie Clonts
- b. June Warrants - TBD
- c. Patron Appreciation – April 27, 2023, from 3:00 to 5:00 p.m. in the Lobby
- d. Community Connections: An Asian American Conversation - May 3<sup>rd</sup> 7-8 p.m.
- e. Statement of Economic Interest – May 1, 2023 Deadline

Trustee Ruter spoke with retired trustee Ellen Scholly. She asked Ruter to thank the Board for their expression of sympathy. Ruter also shared greetings from retired trustee Wendy Goldstein.

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

The meeting adjourned at 7:43 p.m.

Respectfully submitted,

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