

**Glenview Public Library Board of Trustees**

**MINUTES**

**June 15, 2023**

**6:30 p.m. – Conference Room**

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

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

**GUESTS:** Georgia Delis, GPL HR Coordinator  
Tara Call, League of Women Voters

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

Called the meeting to order at 6:30 p.m.

**2. APPROVAL OF MINUTES**

**a. Regular Meeting of May 15, 2023**

**MOTION** Moved by Trustee Schmitt, seconded by Trustee Clonts, to approve the minutes of the regular board meeting of May 15, 2023.

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

**3. PUBLIC COMMENT**

None at this time.

**4. APPROVAL OF JUNE 2023 WARRANTS**

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

Trustee Blanchard reviewed the warrants and checks of June 15, 2023, and listed those warrants and invoices greater than \$5,000.00.

**MOTION** Moved by Trustee Blanchard, seconded by Trustee Spitz, to approve the warrants of June 15, 2023, in the amount of \$307,729.16.

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

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

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

Business & Finance Director Klimusko reviewed the library's financials for the month of April. Total revenue through April is \$4,621,298.72 or 53.21% of the library's 2023 budgeted revenue. This included the receipt of \$2,101,578.74 in real estate tax payments for 2021.

Year to date expenditures total \$2,208,342.15 or 25.0% of the budget. This is running slightly lower than anticipated.

The Library's Operating Fund Cash balance as of April 30th is \$6,114,138, and the Library will remain in compliance with the Operating Fund Policy of 2 months of expenses on hand at this time. Cash & Investment total \$9,963,876.74

**6. PRESIDENT'S REPORT**

Library Director Dorfman and President Rosenblum will attend the pre-conference at ALA next week and will present "A Proactive Approach to Censorship" on Wednesday, June 21<sup>st</sup>.

Library Director Dorfman shared that Governor Pritzker signed the bill that will withhold funds to libraries that ban books within the state of Illinois.

President Biden announced that he will be appointing a censorship expert at the White House, and this will be coordinated with the Department of Education.

7. LEGISLATIVE UPDATE

- a. [ALA Legislative Update](#)
- b. [ILA Legislative Update](#)

Executive Library Director Dorfman provided two links regarding library funding. The first is regarding federal funding for libraries and the process of getting funds appropriated for libraries and how difficult it may be due to the debt limit.

The second link is an ILA Legislative Update regarding House Bill 2789. The Bill requires libraries to adhere to the American Library Association's Library Bill of Rights and requires libraries to create written policies against the practice of banning books to qualify for state grants. And Senate Bill 2419 creates the License to Read Act, which provides that the State Librarian may negotiate with publishers of eBooks and audiobooks on behalf of libraries. Additionally, it would establish a grant program to provide funds to libraries and library districts to pay for digital licenses.

8. FOUNDATION UPDATE

None at this time.

9. FRIENDS UPDATE

Trustee Schmitt attended the Friends of the Glenview Public Library board meeting last week. Two (2) scholarships were awarded by the Friends of Glenview Public Library; Maria Lillig and Adam Alexander were the recipients. The Friends also awarded two (2) service awards – one to Hannan Lee and the other to Georgia Mondlock.

This summer, the Friends are sponsoring the Library's Super Saturday and Sunday Music Series events. Trustee Schmitt was also pleased to share that the Friends are

now accepting credit cards and will sell gift cards. And as for social media outlets, the Friends have launched a Facebook page and YouTube channel.

**10. ACCEPTANCE OF STAFF REPORTS & STATISTICS**

- a. Library Director's Report
- b. Statistical Summary

The 2023 Summer Reading Kick Off Event, with preparation beginning in May, kicked off on Saturday June 3, 2013. The first five hundred patrons received a coupon for Dairy Bar. Library Director Dorfman shared a brief video that shows the long line of people waiting to enroll in the summer reading program and pick up a coupon.

**MOTION** Moved by Trustee Schmitt, seconded by Trustees Clonts, to accept the Staff Reports and Statistics as presented.

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

**11. COMMITTEE REPORTS**

None at this time.

**12. UNFINISHED BUSINESS**

None at this time.

**13. NEW BUSINESS**

- a. Acceptance of Proposal for Master Planning Services

The Library's first choice for Master Planning project - Wheeler Kerns – submitted a proposal that exceeded the library's budget for the first stage of the library's redesign project. As agreed by the board at the May 10<sup>th</sup> Building and Grounds Committee meeting, and then approved at the May 15<sup>th</sup> Board Meeting, Library Direct Dorfman contacted the Library's second selection – OPN Architects to submit a proposal for

the work. OPN submitted a proposal to Dorfman within several days of her request and the quote came in on budget.

**MOTION** Moved by Trustee Johnson, seconded by Trustee Vega, to accept OPN to prepare the Master Plan for the Space Improvement Project at Glenview Public Library.

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

**b. Approval of the Creation of an Administrative Assistant Position**

Included in the Board Packet is an issue analysis regarding the request to create and fill an administrative assistant position for the Administration Department. Library Director Dorfman explained the rationale behind this analysis.

**MOTION** Moved by Trustee Johnson, seconded by Trustee Schmitt, to approve the new position of Administrative Assistant for the Administration Department.

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

**14. OTHER**

The 2024 Budget calendar was reviewed, and two dates were changed. The August Board meeting has been rescheduled to Wednesday August 16<sup>th</sup>, Wednesday and will begin at 5:30 p.m. The December Board meeting, originally scheduled for Thursday, December 21<sup>st</sup> was rescheduled to Tuesday, December 19<sup>th</sup> and will begin at 5:30 p.m.

The Budget and Finance Committee will meet on Thursday, June 29<sup>th</sup>, at 5:30 p.m. in the Conference Room.

**15. ANNOUNCEMENTS**

- a. July Warrants – T. Blanchard
- b. August Warrants – W. Clonts

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

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

The meeting moved to Closed Session at 7:36 p.m.

**16. EXECUTIVE SESSION**

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

The meeting returned to Open Session at 7:53 p.m.

**MOTION** Moved by Trustee Vega, seconded by Trustee Schmitt, to approve the change in the agreement, as recommended by Executive Library Director Dorfman and discussed in Executive Session.

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

**17. 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 Schmitt, to adjourn.

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

**The meeting was adjourned at 7:55 p.m.**

**Respectfully submitted,**

**M. David Johnson, Secretary  
Glenview Public Library Board of Trustees**