

# Glenview Public Library Board of Trustees

## Meeting Minutes

October 19, 2023, 6:30 PM

Glenview Public Library

Conference Room

### **Board Members Present:**

Tom Blanchard, Winnie Clonts, M. David Johnson, Ruth Rosenblum, Carol Schmitt, Sara Spitz, Kathy Vega

### **Staff Members Present:**

Lindsey Dorfman - Executive Library Director, Teri Room - Deputy Director

### **Guests Present:**

Tara Call: League of Women Voters

Students: Jucas Hibbard, David Zaia

## 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

### **2a. Approval of the Minutes of the September 21, 2023, Board Meeting**

#### **Motion:**

Moved by Trustee Johnson, seconded by Trustee Vega, to approve the regular meeting minutes of September 21, 2023.

#### **Voice vote taken:**

All ayes; No nays, Motion carried.

## 3. Public Comment

None at this time.

## 4. Approval of October 2023 Warrants

### 4 a. Warrant Summary

### 4 b. Warrants Greater than \$5,000

Trustee Johnson reviewed the warrants and checks of October 19, 2023, and listed those warrants and invoices greater than \$5,000.00.

**Motion: Moved by Trustee Johnson, seconded by Trustee Schmitt, to approve the warrants of October 19, 2023, in the amount of \$230,662.40.**

**Roll call vote taken:**

**Ayes: Trustee Blanchard, Trustee Clonts, Trustee Johnson, Trustee Schmitt, Trustee Spitz, Trustee Vega, and Trustee Rosenblum.**

**Nays: No nays.**

**Motion carried.**

## 5. Examination of Financial Reports and Statistics

### a. Fund Income Statements August 2023

### b. August 2023 Cash Flow Report

### c. Cash and Investment Balances

Director Dorfman reviewed the Library's financials for the month of August. Total revenue through August is \$5,142,434.81 or 59.21% of the Library's 2023 budgeted revenue.

Year to date expenditures total \$4,725,770.39 or 54.43% of the budget.

The Library's Operating Fund Cash balance as of August 31 is \$5,718,297 and the Library will remain in compliance with the Operating Fund Policy of 2 months of expenses on hand at this time. Cash & Investments total \$7,637,934.15.

## 6. Presidents Report

President Rosenblum mentioned the success of the recent Book Jam event. She presented several articles highlighting the rising trend of censorship attempts nationwide.

## 7. Legislative Update

None at this time.

## 8. Foundation Update

None at this time.

## 9. Friends Update

Trustee Schmitt announced that the Friends of the Library made around \$3000 at their recent book sale. They are planning to give children's books written in other languages that they receive to District 34. In December, they will present their annual donation to the Library.

## 10. Acceptance of Staff Reports and Statistics

### a. Library Director's Report

Director Dorfman noted that a person, who is alleged to have been making bomb threats to area libraries, has been apprehended. The levy request was successfully presented to the village.

### b. Statistical Summary

### c. Quarterly Innovation Services Report

### d. Quarterly YTD vs. Pre-Covid Statistics

### e. Q3 Strategic Objectives Report

**Motion: Moved by Trustee Schmitt, seconded by Trustee Spitz, to accept staff reports and statistics.**

**Voice vote taken:**

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

## 11. Committee Reports

None at this time.

## 12. Unfinished Business

### a. Reviews of the 3rd Draft of the 2024 Budget

Director Dorfman noted the final EAV numbers are not reflected in this budget as presented. She also mentioned additions to the draft of \$2500 for holiday décor and \$8000 for window shades.

### b. Master Plan Update

OPN met with the Core and Extended Core teams and presented their new floorplans which include a more open thoroughfare, an area for an upscale coffee machine, extra study rooms and someday, perhaps relocating the fireplace. They are also considering how to alleviate the bottleneck near the stairs and book returns.

### c. Final Approval of Intergovernmental Agreement between Glenview Public Library and District 34

The Intergovernmental Agreement will allow teachers from District 34 to receive GPL library cards.

**Motion: Moved by Trustee Johnson, seconded by Trustee Vega, to approve the Intergovernmental Agreement between Glenview Public Library and District 34.**

**Voice vote taken:**

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

## 13. New Business

None at this time.

## 14. Other

### a. Appoint Coordinator for Executive Library Director's Annual Review in November

Tom Blanchard will be the Coordinator for the Director's Annual Review.

The next meeting of the Strategic Planning Committee has been moved to November 9 at 4:30 p.m.

## 15. Announcements

### a. November Warrants - M. David Johnson

### b. December Warrants - Changed to Winnie Clonts

**c. State of Village Address, Friday, November 3, 2023, 8:00 AM at Park Center in the Lakeview Room**

**d. Holiday Parade, Saturday November 25**

Glenview Leadership will have an event at Grandpa's on November 5. The Board is invited to attend.

## 16. Executive Session

None at this time.

## 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 Vega, to adjourn.  
Voice vote taken: All ayes; No nays; Motion carried.**

The meeting adjourned at 7:18 p.m.

Respectfully submitted,

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