

Glenview Public Library Board of Trustees

Meeting Minutes

February 15, 2024, 6:30 PM

Glenview Public Library

Conference Room

Board Members Present:

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

Staff Members Present:

Lindsey Dorfman - Executive Library Director, Christine Klimusko – Director of Business & Finance, Jean Sanders – Director of Operations

Guests Present: Tara Call and Debra Graves – League of Women voters; Corbin Williams, Kieran McKeough, Enkh-Amar Guntugs, Juliana Melchor, Kaitlin White, Cameron Turner, Anudari Terguunbayar, Sania Kannampallil, Hollis Toomer, Jimmy Wendell, Bryce Abban, and Ray Williams – Students from GBS; Scott Britton – Commissioner; Barb Cornew – Commissioner’s Assistant

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. Approval of the Minutes of the January 18, 2024 Board Meeting

Moved by Trustee Johnson, seconded by Trustee Vega, to approve the regular meeting minutes of January 18, 2024.

Voice vote:

Ayes: Seven. **Nays:** None.

Motion carried.

President Rosenblum re-ordered the agenda at this time.

13. New Business

a. Approval: Resolution Supporting Cook County United Against Hate

Commissioner Britton shared information about the Cook County United Against Hate Campaign. President Rosenblum read the resolution.

Moved: Trustee Johnson, Seconded: Trustee Vega, to approve the resolution supporting Cook County United Against Hate

Ayes: Trustees Blanchard, Schmitt, Clonts, Johnson, Rosenblum, Spitz, Vega. **Nays:** None.

Motion Carried

The meeting returned to the regular agenda order at this point.

3. Public Comment

None.

4. Approval of February 2024 Warrants

- a. **Warrant Summary**
- b. **Warrants Greater than \$5,000**
- c. **List of Warrants February 2024**

Trustee Schmitt moved to approve the warrants and checks of February 15, 2024, and listed those warrants and invoices greater than \$5,000.00.

Moved by Trustee Schmitt, seconded by Trustee Johnson, to approve the warrants of February 15, 2024 in the amount of \$241,015.78.

Roll call vote:

Ayes: Trustees Blanchard, Schmitt, Clonts, Johnson, Rosenblum, Spitz, Vega. **Nays:** None.

Motion carried.

- 5. Examination of Financial Reports and Statistics
 - a. **Fund Income Statements December 2023**
 - b. **December Cash Flow Report**
 - c. **Cash and Investment Balances**

Director of Business and Finance Klimusko reviewed the Library's financials for the month of December. Total revenue through December is \$9,221,223.96 or about 106.17% of the Library's 2023 budgeted revenue.

Year-to-date expenditures total \$8,682,648.00 or 96.92% of the budget.

The Library's Operating Fund Cash balance as of December 31, 2023 is \$6,107,424 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 \$8,044,847.69.

6. Presidents Report

President Rosenblum presented several news items about book-banning efforts across the country.

7. Legislative Update

Executive Director Dorfman presented details about two bills currently being discussed in the State legislative assembly committees that have been highlighted by the ILA. She then talked about an expiring national program to help low-income people afford internet access and that the ALA is requesting people contact their congressional representative to support renewing it.

8. Foundation Update

Trustee Spitz mentioned that Director Dorfman shared the Master Plan with the Foundation. The Foundation is currently looking into ways to raise donations to aid the library with the funding of the children's playscape project.

9. Friends Update

Trustee Schmitt attended the most recent Friends board meeting. They were able to raise \$10,000 from 175 donors through their year-end appeal. The Friends thanked staff for the recognition given in the last Spark and are also happy to support the Super Saturdays and Sunday Music series.

10. Acceptance of Staff Reports and Statistics

a. Library Director's Report

Executive Library Director Dorfman reported that the park district received a \$2.8 million grant and wrote a letter of thanks to the Library for supporting the application. The Library is partnering with the Secretary of State's office for a pilot program. Library staff will undergo training with the county circuit court to improve patron assistance with legal resources. Additionally, the program will offer library space for patrons to attend virtual non-criminal court hearings.

Director Dorfman briefed the Board on the Library's plans to collaborate with other local libraries and a security consultant to formulate emergency training and procedures that meet the specific needs of libraries.

Director of Operations Sanders presented details about a construction project to fix the permeable concrete in the library parking lot. A date was set for March 14 at 5 pm for the Building and Grounds Committee to discuss bids for this project.

b. Statistical Summary

c. 2023 Strategic Plan Implementation Final Report

Director Dorfman presented the results of the 2023 strategic plan and that 7 of 9 of the goals were completed.

Moved: Trustee Johnson, seconded by Trustee Schmitt, to accept staff reports and statistics.

Voice vote: Ayes: Seven. Nays: None.

Motion carried.

11. Committee Reports

None.

12. Unfinished Business

None.

13. New Business

b. Discussion: Use of Consent Agenda

Director Dorfman explained the Consent Agenda process. The Board asked several clarifying questions and expressed support for using this process in the future.

c. Discussion: Selection and Appointment of a Library Board Member

Director Dorfman reported a large amount of interest in the board vacancy. The process for selecting a new board member was updated based on the Library's legal council's advice.

14. Other

Trustee Johnson donated four books to the library. Trustee Schmitt asked to be kept up to date about ILA conferences and asked about what the buckets on library grounds were for.

15. Announcements

a. March Warrants – Carol Schmitt

b. April Warrants – Sara Spitz

16. Executive Session

a. Executive Session: Pursuant to (5 ILCS 120/2) (3) for selecting a person to fill a public office

**Motion: Trustee Johnson, seconded by Trustee Schmitt, to enter executive session:
Pursuant to (5 ILCS 120/2) (3) for selecting a person to fill a public office.**

Roll call vote:

Ayes: Trustees Blanchard, Schmitt, Clonts, Johnson, Rosenblum, Spitz, Vega. **Nays:** None.

Motion carried.

The Board entered Executive Session at 7:35 pm.

The Board returned Open Session 8:29 pm, and the roll was called.

Board Members Present:

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

17. Executive Session Action

a. Approval of candidates to be interviewed to fill the Library Board Vacancy

Motion: Trustee Rosenblum, seconded by Trustee Johnson, to approve the following candidates to be interviewed for the board vacancy: Jeff Rowitz, Allison Schere, Amrita Sharma, Cyatharine Alias, Julie Simon, and Laura Plack.

Roll call vote:

Ayes: Trustees Blanchard, Schmitt, Clonts, Johnson, Rosenblum, Spitz, Vega. **Nays:** None.

Motion carried.

18. Adjournment

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

Motion: Moved by Trustee Rosenblum, seconded by Trustee Spitz, to adjourn.

Ayes: Trustees Blanchard, Schmitt, Clonts, Johnson, Rosenblum, Spitz, Vega **Nays:** None.

Motion carried.

The meeting adjourned at 8:32 pm

Respectfully submitted,

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