

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

April 18, 2024, 6:30 PM

Glenview Public Library

Conference Room

Board Members Present:

Tom Blanchard, Carol Schmitt, M. David Johnson, Ruth Rosenblum, Jeff Rowitz, Kathy Vega

Staff Members Present:

Lindsey Dorfman - Executive Library Director, Teri Room -Deputy Director, Christine Klimusko – Business & Finance Director, Emily Baker – Administrative Assistant

Guests Present: Debra Graves – League of Women Voters; Calvin Williams; Tasha Logi; Kamil Gobcewicz; Jace Blais; Janna Blais; Alex Kipershtien; Camryn Woods; Maria Voight; Harper Licisic; Hazel S; Berenice Zavaier; Marber Rivera.

1. CALL TO ORDER AND ROLL CALL

President Rosenblum called the meeting to order at 6:33 p.m. and the roll was called.

2. APPROVAL OF CONSENT AGENDA

- a. Regular Meeting of March 21, 2024
- b. Warrant Summary
- c. Warrants Greater than \$5,000
- d. List of Warrants March 2024

MOTION: Moved by Trustee Johnson, seconded by Trustee Schmitt, to approve the Consent Agenda as presented.

Voice vote.

Ayes: 6; Nays: 0. Motion carried.

3. PUBLIC COMMENT

None.

Trustee Rosenblum re-ordered the agenda at this time.

9. ACCEPTANCE OF STAFF REPORTS AND STATISTICS

d. Collection Overview

Youth Services Collection Manager Sally Baylaender and Adult Services Collection Manager Kimberly Faux Comerford presented a brief Power Point overview of the library's collection. Sally and Kim are responsible for collection development. Factors taken into consideration when adding or weeding the collection include, collection use based on fiction, non-fiction and A/V circulation, collection turnover, print versus digital, and whether the reader/user is adult or youth. They aim to be as responsive as possible, using consortium purchase alert reports, school curriculums, outreach needs, current events and suggestions made by Collection HQ. The team also takes into consideration the needs and wants of the community as they make selections.

The meeting returned to the original agenda.

4. 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 reported the year-to-date financial results through February 2024. Total revenue is \$1,370,014.96 or 14.99% of the library's 2023 budgeted revenue. February's revenue figure includes property tax receipts of \$1,250,590.47. Investment income continues to contribute to the library's revenue numbers, as a result of higher interest rates.

Year-to-date expenditures total \$1,059,949.84 or 11.60% of the 2024 budgeted expenses. This is running slightly lower than anticipated – two months into the year, expenditure should be approximately 16.6% of the budget.

The Operating Fund Cash balance at the end of February is \$6,417,489. The Library will remain in compliance with the Operating Fund Policy of 2 months of expenses on hand at any given time. Cash & Investments total \$8,484,006.62.

5. PRESIDENT'S REPORT

President Rosenblum shared several recent articles regarding banned books and the lengths that libraries, trustees, and state legislatures will go to ban books or to keep books on the shelves.

6. LEGISLATIVE UPDATE

None.

7. FOUNDATION UPDATE

Library Director Dorfman met with Foundation Co-Presidents Jennifer Kramer and Elizabeth Hibner and fundraising volunteer Chuck Allworth. The Foundation is planning to help fund the Youth Services Department playscape initiative. GPLF has begun working on their fundraising statement and brochure and events will be held throughout Glenview.

8. FRIENDS OF THE LIBRARY UPDATE

The Friends have agreed to sponsor several Library's summer programs.

9. ACCEPTANCE OF STAFF REPORTS & STATISTICS

- a. Library Director's Report
- b. Statistical Summary
- c. Q1 Strategic Objective Update

MOTION: Moved by Trustee Johnson, seconded by Trustee Vega, to accept the Staff Reports and Statistics for March 2024.

Voice vote taken.

Ayes: 6; Nays: 0. Motion carried.

Four hundred and fifty people stopped by the library to view the solar eclipse on Monday, April 8th. The library ran out of solar eclipse glasses and asked those attending the event everyone to share. It was an uplifting event; people were talking and hanging out.

This year's Glenview Reads Together author interview event was held on April 4th. Shelby Van Pelt was invited to speak to the community. Michael White interviewed her and the event was held in person and virtually.

10. COMMITTEE REPORTS

None.

11. UNFINISHED BUSINESS

None

12. NEW BUSINESS

None

13. OTHER

- a. iLead Trustee Learning Portal Presentation

Library Director Dorfman presented an overview of a new iLead portal provided by the State of Illinois. This portal is a Trustee training portal and will help trustees be more effective in their role as trustees. The portal can be found at iLeadTrustee.org. Trustees will need to set up an account with RAILS on the RAILS L2 website. To register for the iLead portal, go to illibtrusteelearn.instructure.com. Be sure to indicate that you are a library trustee.

Trustee Johnson donated several children's books to the library's Youth Services department.

14. ANNOUNCEMENTS

- a. April Warrants – Carol Schmitt
- b. May Warrants - Sara Spitz
- c. Strategic Planning Committee Meeting Monday, April 22nd at 4:00 pm

The Board of Trustees will elect new officers next month. President Rosenblum asked the Trustees to contact her if interested.

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 Blanchard, to adjourn.

Voice vote.

Ayes: 6; Nays: 0. Motion carried.

The meeting adjourned at 7:21 p.m.

President Rosenblum called the meeting back into session at 7:22 p.m. and the roll was called.

President Rosenblum will not be able to attend the May Board Meeting scheduled for Thursday, May 16th, and the Board to consider another date. The Board agreed to change the date to Tuesday, May 14th, keeping the location – the Conference Room - and the start time – 6:30 p.m. - the same.

MOTION: Moved by Trustee Johnson, seconded by Trustee Vega, to change the May Board meeting date to May 14, 2024.

Voice vote.

Ayes: 6; Nays: 0. Motion carried.

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.

Ayes: 6; Nays: 0. Motion carried.

The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

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