

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

June 19, 2025, 6:30 PM

Glenview Public Library

Conference Room

Board Members Present:

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

Staff Members Present:

Lindsey Dorfman - Executive Library Director, Jean Sanders – Deputy Director of Operations, Hilary Gabel – Communications Director, Emily Baker – Administrative Assistant

Guests Present: Georgia Delis – Glenview Public Library; Debra Graves – League of Women Voters

1. CALL TO ORDER AND ROLL CALL

President Blanchard called the meeting to order at 6:30 p.m. and the roll was called.

2. PUBLIC COMMENT

None.

3. APPROVAL OF CONSENT AGENDA

- a. Minutes of Regular Meeting of May 15, 2025
- b. Warrant Summary – June 2025
- c. Warrants Greater than \$5,000 – June 2025
- d. List of Warrants – June 2025

MOTION Moved by Trustee Johnson, seconded by Trustee Rosenblum, to approve the Consent Agenda.

Roll call.

Ayes: Trustees Johnson, Rosenblum, Rowitz, Schmitt, Spitz, Vega, Blanchard; Nays: 0. Motion carried.

4. EXAMINATION OF FINANCIAL REPORTS AND STATISTICS

- a. Fund Income Statements April 2025
- b. April 2025 Cash Flow Report
- c. April Cash and Investment Balances

Executive Director Dorfman presented the April 2025 financials. Year-to-date revenue is \$4,731,401.36, while year-to-date expenditures total \$2,445,257.72.

The Library's Operating Fund balance at the end of April is \$8,955,075. Cash & Investments total \$12,536,115.04.

5. PRESIDENT'S REPORT

President Blanchard reminded Trustees of the Glenview 4th of July parade and encouraged Board participation. He then invited Trustee Rosenblum to share news items pertinent to the Library's interests. Trustee Rosenblum provided an update on ballot measures in Huntington Beach, where both ballot measures A and B passed with about 60% of the vote. Measure A repeals the formation of a review board meant to censor library materials, and Measure B ensures that the operation of the city's libraries cannot be contracted out to private entities.

6. LEGISLATIVE UPDATE

Executive Director Dorfman shared that the state's General Assembly in Springfield adjourned on June 1st, with the following bills expected to go before the Governor to be signed into law:

- An amendment to the Illinois Local Library Act that allows library boards to pass resolutions to allow non-residents to pay for their library cards in quarterly or twice-yearly installments;
- A Senate bill that expands state grants for the purpose of construction to improve and enhance security of public libraries;
- A bill requiring libraries to keep Narcan onsite and have at least one person trained to administer.

Executive Director Dorfman also gave an update on the retirement of US Congresswoman Jan Schakowsky, who represents Glenview: State Senator Laura Fine, who currently represents Glenview in the Illinois legislature, is entering the race to fill Rep. Schakowsky's seat in Washington.

7. FOUNDATION UPDATE

Trustee Spitz shared brochures for the Youth Services Play Space fundraising campaign. Executive Director Dorfman reminded Trustees that per IRS Code, they cannot make donations to the Glenview Public Library Foundation.

8. FRIENDS OF THE LIBRARY UPDATE

Trustee Schmitt shared a video from the Village of Glenview's Facebook page that highlighted the history of the Friends of Glenview Library organization.

9. ACCEPTANCE OF STAFF REPORTS & STATISTICS

a. Library Director's Report

Executive Director Dorfman announced that Deputy Director Sanders has officially put out the Request For Proposal for the Library's Space Improvement Projects. She also gave a brief update on the Village's efforts to keep historical Naval artifacts from Hangar One within the community.

b. Statistical Summary

MOTION Moved by Trustee Johnson, seconded by Trustee Vega, to accept the Staff Reports and Statistics for May 2025.

Voice vote.

Ayes: 7; Nays: 0. Motion carried.

10. UNFINISHED BUSINESS

None.

11. NEW BUSINESS

- a. Approval of Intergovernmental Agreement with D225 to Provide Library Services to Students Enrolled in the District

MOTION Moved by Trustee Johnson, seconded by Trustee Schmitt, to approve the Intergovernmental Agreement with D225 to Provide Library Services to All Students Enrolled in the District.

Roll call.

Ayes: Trustees Johnson, Rosenblum, Rowitz, Schmitt, Spitz, Vega, Blanchard; Nays: 0. Motion carried.

- b. Approval of Updated Position - Communications Specialist

Communications Director Gabel presented an Issue Analysis outlining rationale for requesting conversion of the Digital Content Specialist position to a Communications Specialist position.

MOTION Moved by Trustee Johnson, seconded by Trustee Vega, to approve the creation of a full-time Communications Specialist position by converting the existing Digital Content Specialist position.

Roll call.

Ayes: Trustees Johnson, Rosenblum, Rowitz, Schmitt, Spitz, Vega, Blanchard; Nays: 0. Motion carried.

- c. Resolution approving the employee handbook as the official personnel policy and rescinding prior policies

MOTION Moved by Trustee Johnson, seconded by Trustee Schmitt, to approve the resolution approving the employee handbook as the official personnel policy and rescinding prior policies.

Roll call.

Ayes: Trustees Johnson, Rosenblum, Rowitz, Schmitt, Spitz, Vega, Blanchard; Nays: 0. Motion carried.

- d. Approval to Close the Library on Friday, November 14th for Staff Training Day

MOTION Moved by Trustee Johnson, seconded by Trustee Schmitt, to approve the Library closure on Friday, November 14th for Staff Training Day.

Voice vote.

Ayes: 7; Nays: 0. Motion carried.

12. ANNOUNCEMENTS

- a. July Warrants – Ruth Rosenblum
- b. August Warrants – M. David Johnson

13. ADJOURNMENT

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

MOTION Moved by Trustee Rowitz, seconded by Trustee Vega, to adjourn.

Voice vote.

Ayes: 7; Nays: 0. Motion carried

The meeting adjourned at 7:18 p.m.

Respectfully submitted,

Ruth Rosenblum, Secretary
Glenview Public Library Board of Trustees