

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

May 15, 2025, 6:30 PM

Glenview Public Library

Conference Room

Board Members Present:

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

Board Member Absent:

Sara Spitz

Staff Members Present:

Lindsey Dorfman - Executive Library Director, Linda Sawyer – Deputy Director of Library Services, Jean Sanders – Deputy Director of Operations, Emily Baker – Administrative Assistant

Guests Present: Georgia Delis – Glenview Public Library; Annette Vander Ploeg – League of Women Voters; Glenbrook South High School Students: Michael Brennan, Mark Adaza, Joyce Kim, Mischa Gambescen, Neslisah Bade Buruloglu, Amy Deloya, Alisha Rafiki, Zoe Gerdin, Sembiuly Akzharkyn, Mary Vergamini, Richard Orsoo, Brandon Yoon, Marko Armantovic

1. CALL TO ORDER AND ROLL CALL

President Blanchard called the meeting to order at 6:36 p.m. and the roll was called.

2. PUBLIC COMMENT

None.

The agenda was reordered at this time.

12. NEW BUSINESS

j. Consideration of Banned Patron Reinstatement

A patron addressed the Board in regard to appealing his indefinite ban from the Library, which began in 2019. Trustees asked the patron questions related to the behaviors that precipitated the ban, as well as expectations around behavior and use of the Library should privileges be reinstated.

After speaking with the patron, Trustees discussed whether to uphold the ban, to reinstate the patron's privileges to access the Library, or to allow the patron back on a provisional basis. In the interest of maintaining a safe and harassment-free space for both Library staff and patrons, it was decided to uphold the indefinite ban, while extending an opportunity for the patron to appeal again in 3 years.

MOTION Moved by Trustee Johnson, seconded by Trustee Schmitt, to uphold the indefinite ban of access to Glenview Public Library against the patron in question, with the opportunity to appeal the ban in 3 years.

Roll call.

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

The meeting returned to the regular agenda at 7:11 p.m.

3. APPROVAL OF CONSENT AGENDA

- a. Minutes of Regular Meeting of April 17, 2025
- b. Warrant Summary – May 2025
- c. Warrants Greater than \$5,000 – May 2025
- d. List of Warrants – May 2025

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

Roll call.

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

4. EXAMINATION OF FINANCIAL REPORTS AND STATISTICS

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

Executive Director Dorfman presented the March 2025 financials. Year-to-date revenue is \$4,393,551.59, while year-to-date expenditures total \$1,809,897.75.

The Library's Operating Fund balance at the end of March is \$9,255,275. Cash & Investments total \$12,842,985.49.

Executive Director Dorfman also took time to explain to Trustees that year-to-date expenditures appear inflated due to many expenses being recognized as paid a month prior to actual payment dates. Moving forward, expense entry will be manually updated to reflect the month in which the expenses are being paid out of the budget, and year-to-date spending against budgets should be more accurately reflected within a month or two.

5. PRESIDENT'S REPORT

President Blanchard invited Trustee Rosenblum to share news items pertinent to the Library's interests. While Trustee Rosenblum did not share any specific news items, she encouraged the Board to look into Support HBPL (Huntington Beach Public Library). Trustee Rosenblum also recounted a recent visit to an out-of-state library, which held a Legacy Lab – a resource that allows patrons to digitize their analog media – and expressed her hopes that Glenview Public Library might one day offer similar services.

6. LEGISLATIVE UPDATE

Executive Director Dorfman shared information on Illinois House Bill 2747 and Senate Bill 1550, which would allow the Secretary of State to issue grants to libraries for the funding of enhanced safety measures. Both bills are currently awaiting committee assignment in state legislature.

On the subject of the Trump administration's efforts to dismantle the IMLS, Executive Director Dorfman reported that 2 federal courts have ruled that it is likely unlawful to do so, and there is a temporary block in place. She noted, however, that the Trump administration's proposed 2026 budget does not contain funding for IMLS.

Finally, Executive Director Dorfman highlighted the news of Carla Hayden's dismissal from her position as Librarian of Congress, which is typically a lifetime appointment. Ms. Hayden was dismissed due to her support for diversity, equity, and inclusion initiatives, as well as the inclusion of materials deemed "inappropriate for children" in the Library of Congress's collection. Executive Director Dorfman noted that the Library of Congress is not a lending library.

7. FOUNDATION UPDATE

Executive Director Dorfman shared that representatives from the Foundation will be present at the Summer@GPL kickoff event on May 31st to share plans for the Youth Services Play Space and solicit donations towards their fundraising campaign for the Play Space project.

8. FRIENDS OF THE LIBRARY UPDATE

Trustee Schmitt shared that the Friends of the Library webpage is up and running, including a new credit card donation option. The Friends are also thrilled with the new window signage for the bookstore. Finally, Trustee Schmitt revealed that the Library's recent Volunteer Fair yielded more volunteer applications than the Friends of the Library have openings for volunteers.

9. ACCEPTANCE OF STAFF REPORTS & STATISTICS

- a. Library Director's Report
- b. Statistical Summary
- c. Building Progress Update
- d. US Play Conference Report
- e. C2E2 Report
- f. Lead the Way Conference Report

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

Voice vote.

Ayes: 6; Nays: 0; Absent: 1. Motion carried.

10. COMMITTEE REPORTS

a. Bylaws & Policies Committee

i. Approval of the Minutes for May 5, 2025 Meeting

MOTION Moved by Trustee Vega, seconded by Trustee Blanchard, to approve the minutes of the May 5, 2025 meeting.

Voice vote.

Ayes: 3; Nays: 0. Motion carried.

ii. Approval of the Following Policies

- a. Employment Classification Policy
- b. Personal Leave of Absence Policy
- c. Personnel Records Policy
- d. Remote Work Policy
- e. Social Media Use Policy
- f. Use of Communication Resources Policy

MOTION Recommendation from Committee: Approve the above policies for adoption.

Roll call.

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

11. UNFINISHED BUSINESS

None.

12. NEW BUSINESS

- a. Oath of Office Katherine Davis Vega
- b. Oath of Office Ruth Rosenblum
- c. Oath of Office Jeff Rowitz
- d. Oath of Office Carol Schmitt

Trustees Vega, Rosenblum, Rowitz, and Schmitt, having all been reelected to their positions in the April 1st General Election, were sworn into office for their new terms by President Blanchard.

e. Election of Officers

The slate of Trustee Blanchard as President, Trustee Spitz as Vice President, and Trustee Rosenblum as Secretary was presented to the Board.

MOTION Moved by Trustee Blanchard, seconded by Trustee Vega, to approve the proposed slate of officers for the Glenview Public Library Board of Trustees for the 2025-2026 term, effective May 15, 2025 through May 21, 2026 as presented.

Roll call.

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

f. Committee Assignments

Trustees reviewed committee assignments and determined to keep existing assignments in place for the 2025-2026 term.

g. 2025-2026 Warrant Schedule

Trustees reviewed the rotation schedule for the monthly review of prepaid expenses and warrants over \$5,000 for the 2025-2026 term.

h. Approval Resolution Authorizing the Glenview Public Library to Join the Interlocal Purchasing System (TIPS) for the Procurement of Shelving, Play Space Equipment, Displays, and Furniture

MOTION Moved by Trustee Johnson, seconded by Trustee Vega, to approve the resolution as presented.

Roll call.

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

i. Approval of New Position: Youth Services Collections Assistant Manager

Deputy Director Sawyer presented an Issue Analysis highlighting rationale for requesting the creation of a full-time Youth Services Collections Assistant Manager position, supported by the reallocation of resources from unfilled positions in Youth Services and Communications.

MOTION Moved by Trustee Johnson, seconded by Trustee Rowitz, to approve the creation of a full-time Assistant Manager, Youth Services Collection Team position by converting the existing part-time Youth Services Collection Librarian vacancy and reallocating hours and benefits from the unfilled Communications Associate position.

Roll call.

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

13. OTHER

Trustee Schmitt shared that she is a candidate for a Trustee position on the RAILS Board of Directors. She is one of 11 candidates for 3 open positions on the Board.

Trustee Johnson requested that Library staff investigate the possibility of adding Atla RDB with Atlas PLUS as part of the Library's EBSCO subscription.

14. ANNOUNCEMENTS

- a. June Warrants – Ruth Rosenblum
- b. July Warrants – Ruth Rosenblum

Executive Director Dorfman invited Trustees to the Summer@GPL kickoff event, which will take place on Saturday, May 31st from 10am to 2pm.

Executive Director Dorfman also reminded Trustees that there will be a special Board meeting on Thursday, June 12th at 6:30pm to review special building project plans.

15. ADJOURNMENT

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

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

Voice vote.

Ayes: 6; Nays: 0; Absent: 1. Motion carried

The meeting adjourned at 8:04 p.m.

Respectfully submitted,

Ruth Rosenblum, Secretary
Glenview Public Library Board of Trustees