

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

November 20, 2025, 6:30 PM

Glenview Public Library
Conference Room

Board Members Present:

Thomas Blanchard, M. David Johnson, Jeff Rowitz, Carol Schmitt (acting as Secretary Pro Tem),
Kathy Vega

Board Members Attending Remotely:

Ruth Rosenblum

Board Members Absent:

Sara Spitz

Staff Members Present:

Lindsey Dorfman – Executive Library Director, Linda Sawyer – Deputy Director of Library Services, Christine Klimusko – Business & Finance Director, Emily Baker – Administrative Assistant

Guests Present: Georgia Delis – Glenview Public Library; Deb Graves – League of Women Voters; Glenbrook South High School Students: Phoebe Monn, Ava Stathopoulos, Phoebe Laurencelle, Selah Cho, Walden Agustin, Alexander Pop, Horacio Quiroga Calderon, Skyler Joseph, Jeremiah Raguimer, Tuguldur Dalaisaikhan

1. CALL TO ORDER AND ROLL CALL

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

Pursuant to the Illinois Open Meetings Act, this meeting was conducted in-person with the option for remote participation. Ruth Rosenblum attended remotely due to work obligations as allowed under Section 7(c) of the Open Meetings Act. A quorum of the board was physically present at the public meeting location.

2. PUBLIC COMMENT

None.

3. APPROVAL OF CONSENT AGENDA

- a. Minutes of Regular Meeting of October 16, 2025
- b. Warrant Summary – November 2025
- c. Warrants Greater than \$5,000 – November 2025
- d. List of Warrants – November 2025

MOTION Moved by Trustee Johnson, seconded by Trustee Schmitt, 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 September 2025
- b. September 2025 Cash Flow Report
- c. September Cash and Investment Balances

Business & Finance Director Klimusko presented the September 2025 financials. Year-to-date revenue is \$5,089,220.14, while year-to-date expenditures total \$5,719,925.60.

The Library's Operating Fund balance at the end of September is \$5,997,021.26. Cash & Investments total \$9,047,154.86.

5. PRESIDENT'S REPORT

President Blanchard passed around news clippings that Trustee Rosenblum had shared and found pertinent to the Library's interests, including an interview with Illinois' Secretary of State and State Librarian Alexi Giannoulias.

6. LEGISLATIVE UPDATE

a. Legislative Update -- November 6, 2025 - Illinois Library Association

Executive Director Dorfman encouraged Trustees to read the legislative updates from the ILA linked in the Board Packet.

b. Senate Resolution 104 -104th General Assembly

Executive Director Dorfman shared Illinois State Senate Resolution 104, which encourages library trustees to take advantage of professional development and training opportunities. She also announced that a representative from the iLead Library Trustee Training Portal would attend the February Board of Trustees meeting to share information about the portal with the Board.

7. FOUNDATION UPDATE

None.

8. FRIENDS OF THE LIBRARY UPDATE

Trustee Schmitt shared that the Friends of the Library were disappointed to hear that plans for a Bookmobile had been tabled, and they had requested additional options for Library initiatives they could support with funds raised that had initially been earmarked for the purchase of the Bookmobile.

9. ACCEPTANCE OF STAFF REPORTS & STATISTICS

a. Library Director's Report

Executive Director Dorfman congratulated Deputy Director Sawyer and the Library Services Team on a very successful Library-wide *Wicked*-themed program, which brought in over 700 visitors. She also shared that in response to ICE presence in Chicagoland, the Library has authored a blog post and will host a webinar educating patrons and community members on their rights related to Immigration and Customs Enforcement. Finally, Executive Director Dorfman reported on a successful Staff Training Day, which included presentations on First Amendment audits, serving patrons with disabilities, de-escalation training, and a fun animal encounter.

b. Statistical Summary

c. Building Progress Update

Executive Director Dorfman reported that all building projects are moving along: Face-out shelving for the Youth Services picture book collection has been delivered, and humidifiers for the rooftop HVAC units were lifted into place by crane this week. Trustee Johnson inquired about the effect of face-out shelving on collection size; Executive Director Dorfman replied that it does limit capacity to a point that requires weeding of the collection but reports from other libraries using face-out shelving show that it drastically increases circulation of the collection.

d. Q3 Strategic Plan Report

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

Voice vote.

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

10. UNFINISHED BUSINESS

a. Review of Final Draft of the 2026 Operating Budget

Executive Director Dorfman presented a final draft of the Library's 2026 budget, highlighting line items that had been updated since the last presentation.

11. NEW BUSINESS

a. 2026 Closed Dates

Executive Director Dorfman presented the list of proposed Library closed dates for 2026.

MOTION Moved by Trustee Johnson, seconded by Trustee Rowitz, to approve the 2026 Closed Dates.

Voice vote.

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

b. 2026 Board Meeting Dates

Executive Director Dorfman presented the 2026 Board Meeting Schedule for adoption.

MOTION Moved by Trustee Johnson, seconded by Trustee Vega, to approve the 2026 Board Meeting Schedule for adoption.

Voice vote.

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

c. Review of Special Reserve Fund Projects

Executive Director Dorfman presented an overview of capital repair and replacement projects budgeted to be funded by the Library's Special Reserve Fund in 2026.

d. Consideration of a Resolution adopting the Annual Operating and Special Fund Budgets for the Glenview Public Library for the fiscal year commencing January 1, 2026 and ending December 31, 2026

MOTION Moved by Trustee Johnson, seconded by Trustee Rowitz, to approve the resolution adopting the Annual Operating and Special Fund Budgets for the Glenview Public Library for the fiscal year commencing January 1, 2026 and ending December 31, 2026.

Roll call.

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

12. OTHER

Executive Director Dorfman asked for a sense of the Board to put an item on next month's agenda to approve a one-time exception to the Library's updated Paid Time Off Policy which would allow staff with an excess of banked PTO to carry over up to 3 weeks of PTO before conforming to the Library's policy of no more than 2 weeks carried over annually by the end of 2026. The Board agreed to hear and make a decision on this agenda item at their December meeting.

13. ANNOUNCEMENTS

- a. December Warrants – Carol Schmitt
- b. January Warrants – Carol Schmitt
- c. Holiday in the Park Parade – Saturday, November 29th @ 4:00 PM
- d. North Suburban Legislative Breakfast – Wednesday, December 3rd @ Hilton Northbrook

14. EXECUTIVE SESSION

- a. Pursuant to 5 ILCS 120/2 c (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body

MOTION Moved by Trustee Johnson, seconded by Trustee Rosenblum, to move into Executive Session pursuant to 5ILCS 120/2 c (1) of the Open Meetings Act for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Roll call.

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

The meeting went into closed session at 7:14 p.m.

The meeting returned to open session at 7:30 p.m.

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 Rowitz, to adjourn.

Voice vote.

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

The meeting adjourned at 7:32 p.m.

Respectfully submitted,

Carol Schmitt, Secretary Pro Tem
Glenview Public Library Board of Trustees