

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY BOARD MEETING
July 20, 2023| 7:30 pm

CALL REGULAR MEETING TO ORDER

The regular meeting of the Board of Trustees was called to order at 7:35 p.m. by Mr. Jay Glaubinger.

BOARD OF TRUSTEES ROLL CALL

The roll was called by Ms. Jennifer McGee

Trustees Present: Ms. Maura Crisham, Mr. Jay Glaubinger, Ms. Stacy Oliver, Ms. Janet Spector Bishop, Ms. Barbara Unikel, Ms. Jami Xu, Ms. Abby Young

Trustees Absent:

Staff Present: Ms. Kate Hall, Ms. Kelly Durov, Ms. Anna Amen, Ms. Jennifer McGee, Ms. Laurie Prioletti, Ms. Jill Franklin

Others Present: Mr. Patrick McCallister, IT Support

APPROVAL OF THE CONSENT AGENDA

- 3.1 Approval of the Agenda
- 3.2 Approve Regular and Executive Session Minutes – June 15, 2023
- 3.3 Approve Cash Balances & Income Statement June 2023
- 3.4 Approve Bills and Charges from June 2023 in the amount of \$699,113.87
- 3.5 Approve Updated Freedom of Information Act Policy

Ms. Crisham made the motion to approve the amended consent agenda. Ms. Oliver seconded the motion.

On a roll call vote, Trustees voted:

“Aye”: Ms. Crisham, Mr. Glaubinger, Ms. Oliver, Ms. Spector Bishop, Ms. Unikel, Ms. Xu, Ms. Young

“Nay”: None

PUBLIC COMMENTS

There were no public comments.

CLIMATE ACTION PLAN COMMITTEE PRESENTATION

Ms. Kelly Durov, Assistant Director and Ms. Jill Franklin, Adult Services Librarian, co-chairs of the library’s Climate Action Plan Committee provided an update on the committee’s work.

Ms. Franklin talked about youth and adult programming centered on promoting public awareness on sustainability. She explained how the library’s programming ties in and supports the Village’s sustainability priorities. Ms. Durov and Ms. Franklin provided examples on how the

committee has partnered directly with the village and other Northbrook community groups. They also discussed future sustainability programming.

STAFF REPORTS

In addition to her written report, Ms. Hall invited interested trustees to attend the August 4th Bystander training being offered by Right to Be. She mentioned that RAILS may be offering a series on conflict de-escalation and handling challenging experiences. Ms. Hall stated that all board members should have received a questionnaire from the library's auditor, Sheldon Fox. She announced that Illinois Libraries Present won the Hugh C Atkinson Cooperation Award and has finished registration for season 3 with 15-20 new libraries joining. Ms. Hall discussed summer reading and reviewed the markers for each group to finish.

BOARD MEMBER REPORTS

Ms. Spector Bishop attended chair yoga for the first-time and said it seemed to be a very popular program with full house attendance.

UNFINISHED BUSINESS

Strategic Plan Update

Mr. Glaubinger mentioned that the Planning Committee is looking for one to two board members. Ms. Spector Bishop, Ms. Unikel, and Ms. Oliver expressed interest on being on the committee. Ms. Hall provided an overview of the committee, time commitment and upcoming next steps.

Lily Zheng EDI Project Update

Ms. Hall provided a recap of the staff kick off meeting with Lily. She mentioned that Lily is in the process of setting up the staff survey. Ms. Xu stated that the committee is working well and is excited about the project. The board discussed ways to increase staff and board interaction and how they can show their support for EDI.

NEW BUSINESS

Book Sanctuary in Northbrook

Mr. Glaubinger provided background on the proposal to work with the Village to make Northbrook a book sanctuary. Ms. Hall explained further what it means to be a book sanctuary. She recommended that the library work with the village on making Northbrook a book sanctuary. The board was in favor of the initiative and will look at a sample resolution in August.

CLOSED SESSION

Ms. Oliver made the motion to go into Closed Session pursuant to 5 ILCS 120/2(c)2 Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; and 5 ILCS 120/2(c)8 Security procedures, school building safety and security, and

the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. Ms. Unikel seconded the motion.

The general session was reopened at 9:45 pm.

Salary Schedule

Ms. Crisham made the motion to approve the salary schedule as presented. Ms. Oliver seconded the motion.

On a roll call vote, Trustees voted:

“Aye”: Ms. Crisham, Mr. Glaubinger, Ms. Oliver, Ms. Spector Bishop, Ms. Unikel, Ms. Xu,
Ms. Young

“Nay”: None

After approving the salary schedule, the board expressed their appreciation of staff and the importance of striving towards pay equity. Incorporating the library’s compensation philosophy into the benchmarking roll-out will help contribute to staff retention and pay equity. The board is grateful for everything the staff does to contribute to the library’s success in the community.

Library Safety Update

There was no action taken from the closed session.

AGENDA BUILDING

The board discussed and decided to put the following items on the August agenda:

- File detailed statement of all receipts and expenditures for previous 6 months
- Strategic Plan Update
- Lily Zheng Project Update
- Questions for the Board from staff

ADJOURN

Mr. Glaubinger declared the meeting adjourned at 9:48 pm.

FINAL VOTE OR ACTION MAY BE TAKEN AT THE MEETING ON ANY AGENDA ITEM SUBJECT MATTER LISTED ABOVE, UNLESS THE AGENDA LINE ITEM SPECIFICALLY STATES OTHERWISE.

Mr. Jay Glaubinger, President


Ms. Jennifer McGee, Recorder