

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY BOARD MEETING
February 19, 2026 | 7:00 pm

CALL REGULAR MEETING TO ORDER

The regular meeting of the Board of Trustees was called to order at time 7:01 pm by Stacy Oliver.

BOARD OF TRUSTEES ROLL CALL

The roll was called by Jennifer McGee

Trustees Present: Adam Bazer (left at 9pm), Bryce Budin, Maura Crisham, Stacy Oliver, Janet Spector Bishop

Trustees Absent: Nimesh Patel, Barbara Unikel

Staff Present: Anna Amen, Aaron Ashmann, Kelly Durov, Princess Gonzalez Esparza, Kate Hall, Jennifer McGee, Becky Moore, Linda Vering

Others Present: Elizabeth Rupert, Joffe Emergency Services (virtually) and Mike Ruter, OSG

APPROVAL OF THE CONSENT AGENDA

- 3.1 Approval of the Agenda
- 3.2 Approve Regular Session Minutes – January 15, 2026
- 3.3 Approve Executive Session Minutes – January 15, 2026
- 3.4 Approve Cash Balances & Income Statement January
- 3.5 Approve Bills and Charges from January 2026 in the amount of \$919,360.18
- 3.6 File detailed statement of all receipts and expenditures for previous 6 months as required by 50 ILCS 305/1 Cook County Property Tax Resolution
- 3.7 Delta Dental addition of Adult Orthodontics to Dental Insurance Plan
- 3.8 Cook County Property Tax Resolution
- 3.9 eBook Intergovernmental Agreement

Janet Spector Bishop made the motion to approve the consent agenda. Ms. Crisham seconded the motion.

On a roll call vote, Trustees voted:

“Aye”: Adam Bazer, Bryce Budin, Maura Crisham, Stacy Oliver, Janet Spector Bishop

“Nay”: None

PUBLIC COMMENTS

There were no public comments.

STAFF REPORTS

Marketing Brand Refresh Presentation

Princess Gonzalez Esparza presented the library's brand refresh, emphasizing improved accessibility. She outlined the development of a new, standards-compliant color palette, including a secondary option for dark text. The branding guide is complete, and work with IT is underway to update materials and implement the new palette across the website and other platforms for consistency.

Executive Director Report

Kate Hall noted the Chamber's upcoming Annual Meeting on March 9. As a member of Illinois Library Association Public Policy Committee, she shared an overview of upcoming legislation, reviewed key initiatives and concerns, and offered guidance on how the Board can support outreach efforts.

BOARD MEMBER REPORTS

Janet Spector Bishop reported attending *Celebrating Black History in Our Own Backyard*, calling it a lovely event. She also attended an Advisory Board (TAB) meeting where teens worked on a project for hospitals and homeless shelters, and praised teen librarian Stephanie Bremner for doing a wonderful job. Bryce Budin mentioned participating in *Winter Reading* and loved the library bag giveaway for the adult program.

UNFINISHED BUSINESS

Executive Director Quarterly Goal Check-In

There were no questions from the board regarding the Executive Director's quarterly goal check-in, which was included in the packet for review. Kate Hall will provide a more detailed and comprehensive update next month, as part of the strategic plan presentation.

Zheng EDI Report Follow-Up Discussion

Becky Moore presented an overview of the project and the library's approach to advancing DEI initiatives through open feedback and transparency. She led a follow-up discussion on the board's input regarding key report findings, the board's role, relevant metrics, and communication strategies to guide the DEI efforts, with board members highlighting the importance of recognizing and celebrating accomplishments achieved to date.

Master Plan Project Update

Kate Hall informed the board that master plan project updates will be provided at each meeting. She shared that Thirdway Space will conduct a space audit at the library in late March, gathering staff feedback. A board feedback session will be scheduled for April.

NEW BUSINESS

Security Camera Proposals Review and Recommendation

Kelly Durov and Liz Rupert presented TAC's proposal for security camera upgrades, emphasizing enhanced coverage, improved safety through updated equipment, and minimal installation disruption. Construction coordination concerns were addressed. After discussion, and with the project within

budget and TAC's pricing competitive, the Board agreed to proceed with the security improvements while minimizing impact on patrons.

Ms. Budin made the motion to approve the award of the Video Surveillance System Upgrade Project to Total Automations Concepts, Inc. (TAC) for an amount not to exceed \$193,959.70. Mr. Bazer seconded the motion.

On a roll call vote, Trustees voted:

"Aye": Adam Bazer, Bryce Budin, Maura Crisham, Stacy Oliver, Janet Spector Bishop

"Nay": None

Annual Library Tour and Dinner

The board will determine the date and location by April.

Review of Draft Budget

Kate Hall outlined market impacts, including increasing material and insurance costs, as well as upcoming library initiatives and projects. Anna Amen presented a detailed review of revenue and expenses. After discussion, the board agreed that no changes are needed to the FY27 draft budget. The final budget will be presented for approval at the March meeting.

Internet Service Provider Change

Kate Hall presented the eRate program, explaining that participation requires CIPA-compliant (Children's Internet Protection Act) internet filtering in exchange for a 40% discount on service costs. Mike Ruter reviewed technical details, including the process for requesting access to blocked sites. After discussing concerns about balancing free access to information with filtering requirements, the Board decided not to move forward with Rate, but to explore alternative providers and internal filtering options.

OSG Cyber Security Presentation (closed session)

Mike Ruter presented the state of the library's cyber security protections during closed session pursuant to 5 ILCS 120/2(c)8.

CLOSED SESSION:

Maura Crisham made the motion to go into Closed Session at 9:00 pm pursuant to:

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.

Janet Spector Bishop seconded the motion.

On a roll call vote, Trustees voted:

"Aye": Adam Bazer, Bryce Budin, Maura Crisham, Stacy Oliver, Janet Spector Bishop

"Nay": None

The board returned to general session at 9:18 pm. There was no action taken from the closed session.

AGENDA BUILDING

The board discussed and decided to keep the following items on the March agenda:

- Approve Non-Resident Fee Method
- 6-month Review of Closed/Executive Session Minutes
- Master Plan Project Update
- Finalize FY27 Budget
- Strategic Plan Outcome Year 1
- Appoint Board Nominating Committee
- Discuss Library 75th Anniversary (2027)
- Executive Director Evaluation

ADJOURN

Stacy Oliver declared the meeting adjourned at 9:20 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.



Stacy Oliver, President



Jennifer McGee, Recorder