

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY BOARD MEETING
May 21, 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 Anna Amen

Trustees Present: Adam Bazer, Bryce Budin, Maura Crisham, Stacy Oliver, Nimesh Patel, Janet Spector Bishop, Barbara Unikel

Trustees Absent:

Staff Present: Kate Hall, Kelly Durov, Anna Amen, Arielle Raybuck

Others Present:

APPROVAL OF AGENDA

Janet Spector Bishop made the motion to approve the consent agenda as presented. Barbara Unikel seconded the motion.

On a voice vote, all Trustees voted "Aye".

"Nay": None

"Abstain": None

BOARD MEMBER INSTALLATION & OFFICE ELECTION

Presentation of Slate of Officers

Nimesh Patel presented the following slate of officers recommended by the Nominating Committee.

President: Stacy Oliver

Vice President: Janet Spector Bishop

Secretary: Barbara Unikel

Treasurer: Nimesh Patel

Election of Board Officers

Stacy Oliver asked for nominations from the floor. Hearing none, she asked for a motion to approve the slate of officers presented by the Nominating Committee.

Bryce Budin made the motion to approve the slate of officers as presented. Maura Crisham seconded the motion.

On a voice vote, all Trustees voted "Aye".

"Nay": None

"Abstain": None

Appointment of Open Meetings Act Officer

Stacy Oliver appointed Executive Director Kate Hall as the open meetings act officer.

APPROVAL OF THE CONSENT AGENDA

5.1 Approve Regular Session Minutes – April 16, 2026

5.2 Approve Special Session Minutes – April 15, 2026

5.3 Approve Special Session Minutes – May 3, 2026

5.4 Approve Cash Balances & Income Statement April 2026

5.5 Approve Bills and Charges from April 2026 in the amount of \$884,780.53

5.6 Approve Annual Tax Levy Letter to Village

5.7 Update FOIA Policy

Janet Spector Bishop made the motion to approve the consent agenda as presented. Nimesh Patel seconded the motion.

On a roll call vote, Trustees voted:

"Aye": Adam Bazer, Bryce Budin, Maura Crisham, Stacy Oliver, Nimesh Patel, Janet Spector Bishop, Barbara Unikel

"Nay": None

PUBLIC COMMENTS

There were no public comments.

STAFF REPORTS

Summer Reading Presentation

Youth Services Manager Summer Kosuge presented an overview of the upcoming Summer Reading Program, launching on June 1st under the theme "Plant a Seed, Read." As part of the presentation, Summer Kosuge shared a promotional video produced by Graphic Designer Princess Gonzalez Esparza and narrated by Youth Services Librarian Julianne Medel.

Executive Director Report

Kate Hall mentioned the upcoming 4th of July Parade and inquired about board interest in walking in the parade and provided an update on HB5236, Digital Library Protection Act.

BOARD MEMBER REPORTS

Janet Spector Bishop shared a positive community interaction, noting that an employee at the local Ace Hardware actively promoted the library by recommending its engraving services for newly purchased items.

UNFINISHED BUSINESS

Master Plan Project Update and Feedback Presentation

Kate Hall reported that the Master Plan project remains on track and presented key themes from staff, Board, and community feedback. These insights aligned with the 3rdWay Space Audit, which noted the need for a more cohesive vision and identified three primary challenges:

- Children’s Space (the need for an enclosed, welcoming area)
- Arrival & Service Experience (improving first impressions and community gathering spaces)
- Acoustics & Zoning (establishing distinct active and quiet zones)

Additional feedback highlights centered on balancing collections with patron space, improving accessibility and universal design, and updating facility infrastructure.

Following a Board discussion of the feedback assessment, Anna Amen reviewed the topics discussed during the project kickoff meeting with Tiffany Nash and Dan Pohrte from Product Architecture and Design.

NEW BUSINESS

Security Staffing Analysis Presentation and Recommendation

Kelly Durov reviewed the evaluation process for outsourcing security services and recommended keeping the function in-house. Instead of outsourcing, she proposed the following operational changes: hiring a full-time security supervisor, increasing internal security staff, and maintaining ongoing partnerships with the Northbrook police, external security firms, and Joffe Emergency Services. To facilitate this transition, Kelly Durov requested board approval for a six-month extension of Blue Iron’s security contract while internal staff are hired and onboarded.

Barbara Unikel made the motion to approve a Six-Month Service Agreement with Blue Iron Security for interim security staffing to address current vacancies on nights and weekends for 26 hours/week at the rate of \$65/hour, totaling \$40,560. Nimesh Patel seconded the motion.

On a roll call vote, Trustees voted:

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

“Nay”: None

CLOSED SESSION:

Bryce Budin made the motion to go into Closed Session at 8:39 pm pursuant to 5 ILCS 120/2(c)1: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Maura Crisham seconded the motion.

On a roll call vote, Trustees voted:

"Aye": Adam Bazer, Bryce Budin, Maura Crisham, Stacy Oliver, Nimesh Patel, Janet Spector Bishop, Barbara Unikel

"Nay": None

Executive Director Annual Review

Changes to Executive Director annual review process, FY27 goals and compensation were discussed during closed session. The board returned to general session at 9:11 pm.

Janet Spector Bishop made the motion to approve a 4% increase to the Executive Director's salary effective at the beginning of FY27 for a total amount of \$177,132.80. Barbara Unikel seconded the motion.

On a roll call vote, Trustees voted:

"Aye": Adam Bazer, Bryce Budin, Maura Crisham, Stacy Oliver, Nimesh Patel, Janet Spector Bishop, Barbara Unikel

"Nay": None

AGENDA BUILDING

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

- Peace Pole Installation and Ceremony before June Board Meeting
- Master Plan Project Update
- Review Illinois Public Library Annual Report

ADJOURN

Stacy Oliver declared the meeting adjourned at 9:12 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