

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY VIRTUAL BOARD MEETING
January 20, 2022| 7:30 pm

CALL REGULAR MEETING TO ORDER

The regular meeting of the Board of Trustees was called to order at 7:30 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. Abby Young, Ms. Jami Xu

Trustees Absent: Ms. Sharon Bergstein, Ms. Barbara Unikel

Staff Present: Ms. Kate Hall, Ms. Kelly Durov, Ms. Anna Amen, Ms. Jennifer McGee

Others Present: Laurie Prioletti, Northbrook Library, Debbie De Palma, Northbrook Resident

APPROVAL OF THE CONSENT AGENDA

- 3.1 Approval of the Agenda
- 3.2 Approve Regular Session Minutes – November 18, 2021
- 3.3 Approve Cash Balances & Income Statement November and December
- 3.4 Approve Bills and Charges from November and December 2021

Ms. Crisham made the motion to approve the consent agenda as presented. Ms. Young seconded the motion.

On a roll call vote, Trustees voted:

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

“Nay”: None

PUBLIC COMMENTS

There were no public comments.

STAFF REPORTS

In addition to her written report, Ms. Hall provided an update on COVID and where the library is at in terms of staffing and services. She mentioned that the library can assist in registering board members that are interested in attending the upcoming State of the Village Address or the virtual Illinois Library Association Legislative Meetup. Ms. Hall updated the board on the village’s Cedar lane project. She stated that the project has not moved forward and looks like it may be rolled into a larger downtown project in which the village has recently formed an ad hoc committee.

BOARD MEMBER REPORTS

Board members had nothing to report.

UNFINISHED BUSINESS

Visiting Other Libraries

The Board discussed the upcoming Palatine library visit slated for February. The board agreed to push the visit to a later date due to the recent Covid surge. The board will discuss again at February's meeting and look at possibly scheduling an April visit.

Director Evaluation Process

Ms. Hall mentioned that the Committee was unable to meet after November's board meeting due to Covid. She suggested that the Committee extend the review process timeline.

Ms. Crisham agreed that this is not the best time to present an outline of a review that is more wide range and forward thinking. It's better to wait until Covid is not at the forefront of all decisions. The Board agreed with slowing down this initiative. A revised timeline will be presented at the March meeting.

NEW BUSINESS

Temporary COVID Sick Leave Policy

Mr. Glaubinger referred to the memo included in the packet and provided an overview of the policy. Ms. Hall mentioned that this policy is slightly different than the one presented last year which only covered part-time staff.

Ms. Crisham made the motion to approve the temporary COVID sick leave policy for the calendar year 2022 as presented. Ms. Xu seconded the motion.

On a roll call vote, Trustees voted:

"Aye": Ms. Crisham, Mr. Glaubinger, Ms. Oliver, Ms. Xu, Ms. Young

"Nay": None

Sick Leave Policy Update

Mr. Glaubinger provided an overview of the updated policy which provides part-time staff with 2 weeks paid sick time annually. Ms. Hall mentioned the value of offering part-time staff sick leave in that it strengthens the benefit package and offers another incentive for part-time staff.

Ms. Young made the motion to approve the updated Sick leave policy as presented effective February 1, 2022. Ms. Oliver seconded the motion.

On a roll call vote, Trustees voted:

"Aye": Ms. Crisham, Mr. Glaubinger, Ms. Oliver, Ms. Xu, Ms. Young

"Nay": None

CLOSED SESSION

The board did not go into closed session.

AGENDA BUILDING

The board discussed and decided to keep the following items on February's agenda:

- Palatine Library Visit
- FY23 Draft Budget
- Review Work From Home Draft Policy
- Director Evaluation Process

ADJOURN

Mr. Glaubinger declared the meeting adjourned at 7:50 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