

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY BOARD MEETING  
April 21, 2022| 7:30 pm

CALL REGULAR MEETING TO ORDER

The regular meeting of the Board of Trustees was called to order at 7:31 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. Barbara Unikel, Ms. Abby Young

Trustees Participating Electronically: Ms. Sharon Bergstein, Ms. Jami Xu

Trustees Absent:

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

Others Present: Patrick McCallister, Contracted IT Support

After calling the meeting to order, Mr. Glaubinger asked for a motion to allow Ms. Bergstein and Ms. Xu to participate electronically based on their illnesses in accordance with the library's Electronic Board Meeting Attendance policy.

Ms. Crisham made the motion to allow Ms. Bergstein and Ms. Xu to participate in the board meeting electronically. Ms. Oliver seconded the motion.

On a roll call vote, Trustees voted:

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

"Nay": None

APPROVAL OF THE CONSENT AGENDA

- 3.1 Approval of the Agenda
- 3.2 Approve Regular Session Minutes – March 17, 2022
- 3.3 Approve Cash Balances & Income Statement March 2022
- 3.4 Approve Bills and Charges from March 2022
- 3.5 Approve FY 23 Board Meeting Dates
- 3.6 Adopt bank resolutions for Fifth Third Bank

Mr. Glaubinger asked the board if they would like to remove any items from Consent Agenda. The Board did not request any items to be removed. He then asked for a motion to approve the Consent Agenda as presented.

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

On a roll call vote, Trustees voted:

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

"Nay": None

#### PUBLIC COMMENTS

There were no public comments.

#### STAFF REPORTS

In addition to her written report, Ms. Hall mentioned that she will be on vacation April 22<sup>nd</sup> to May 1<sup>st</sup>. She reminded the board about the Statement of Economic Interests that is due on May 1<sup>st</sup>.

Ms. Hall stated that there are no current changes related to Covid.

#### BOARD MEMBER REPORTS

No board member reports were given.

#### UNFINISHED BUSINESS

Palatine Library Visit

Mr. Glaubinger stated that since the presented May dates did not work for the board as a whole, the Palatine Library visit will be postponed to a later date. The board will revisit in the fall and determine a date that will work for the entire board to visit the Palatine Library together.

#### NEW BUSINESS

Abe Lincoln Book Award Presentation by Summer Kosuge, Youth Services Manager

Ms. Summer Kosuge, Youth Services Manager was present to talk about the AISLE Reader's Choice Award and the Abe Lincoln Book Award. She provided background on the awards, how books are selected and the voting process. Ms. Kosuge talked about this year's Lincoln Award book Gender Queer by Maia Kobabe. Ms. Kosuge provided background about the book and the reasoning why it is important for libraries to offer access and freedom to books even if they are challenged and banned in other settings. She stated that it is our obligation as a library to meet and support all patrons, to support choice, freedom and access to books. After Ms. Kosuge's presentation, discussion focused on patron comments regarding the book Gender Queer and the banning of books. Ms. Hall reviewed the library's procedure regarding public requests to add or remove items to the library's collection.

Transfer of Funds to Debt Services and CIF

Ms. Anna Amen provided background and reasoning regarding transferring funds to the debt service fund for uncollected property taxes and transferring funds to the capital improvement fund.

Ms. Young made the motion to approve the transfer of budgeted and surplus funds from the Operating Fund to the Capital Improvement Fund while keeping the fund balance in accordance

with the policy during the fiscal year close process. Ms. Crisham seconded the motion.

On a roll call vote, Trustees voted:

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

"Nay": None

Ms. Crisham made the motion to approve the transfer of the Debt Service fund net loss from the Operating Fund to Debt Service to cover the uncollected property taxes. Ms. Oliver seconded the motion.

On a roll call vote, Trustees voted:

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

"Nay": None

Executive Director Annual Review (closed session at 8:00 pm)

Ms. Young made the motion to go into Closed Session 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. Ms. Bergstein seconded the motion.

On a roll call vote, Trustees voted:

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

"Nay": None

Ms. Young made the motion to re-open general session at 8:51 pm. Ms. Bergstein seconded the motion.

On a roll call vote, Trustees voted:

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

"Nay": None

There was no action taken from the closed session.

#### AGENDA BUILDING

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

- Summer Reading Program presentation by Amanda Margis, YS Assistant Manager
- FOIA policy update
- Approve lowest responsible bidder for window repairs
- Cyber Security Insurance presentation by Jack Cook of Cook & Kocher Insurance
- Board Officer Nominating Committee presentation of slate of officers

- Executive Director Review

ADJOURN

Mr. Glaubinger declared the meeting adjourned at 8:52 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.

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Mr. Jay Glaubinger, President

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Ms. Jennifer McGee, Recorder