

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY BOARD MEETING
June 15, 2023| 7:31 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. Janet Spector Bishop, Ms. Barbara Unikel

Trustees Absent: Ms. Jami Xu, Ms. Abby Young

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

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 – May 18, 2023
- 3.3 Approve Special Meeting Minutes – June 1, 2023
- 3.4 Approve Cash Balances & Income Statement May 2023
- 3.5 Approve Bills and Charges from May 2023 in the amount of \$1,017,762.98
- 3.6 Approve New Bank Resolutions for New Board Officer Signers
- 3.7 Approve Updated Freedom of Information Act Policy

Ms. Spector Bishop asked that item 3.7 Updated Freedom of Information Act Policy be removed from the consent agenda to correct an error in section 2A. The policy will be reintroduced at the July 2023 board meeting.

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

On a roll call vote, Trustees voted:

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

“Nay”: None

OATH OF OFFICE

Mr. Glaubinger administered the oath of Office to Ms. Maura Crisham.

PUBLIC COMMENTS

There were no public comments.

SUMMER READING PRESENTATION

Ms. Amanda Margis, Youth Services Assistant Manager was present to talk about the summer reading program, Find Your Voice, which started June 1st. Ms. Margis provided an overview of each of the 4 age-based programs and prizes donated by local vendors. Ms. Margis also talked about the success of Kick Off week which offered various pop-up stations and programs tied into summer reading.

STAFF REPORTS

In addition to her written report, Ms. Hall provided an update of the Lily Zheng project and mentioned that she will be taking some time off in August. Ms. Hall mentioned that Governor Pritzker signed a law restricting grant funding if the library does not adopt the ALA Bill of Rights or a similar policy promoting intellectual freedom, making Illinois the 1st state to sign such a law. Ms. Hall referred to the new statistic report included in the packet and talked about working with Ann K Emery to develop a new report in which the data tells a story. Ms. Hall talked about staff development day and read off a list of staff names with notable anniversaries. Ms. Hall mentioned that ALA's annual conference is in Chicago this year and that there are ALA exhibit passes available for board members who would like to attend. Mr. Glaubinger provided more detail about the format of the conference.

BOARD MEMBER REPORTS

There were no board member reports.

UNFINISHED BUSINESS

Strategic Plan Consultant Interviews

The board discussed their impressions of each of the interviewed consultants at the special board meeting held in June. Ms. Hall shared absent board member **Ms. Xu's comments**. The board discussed their reasoning of their first choice of consultants. The majority of board members favored Fast Forward as their 1st choice.

Ms. Crisham made the motion to hire Fast Forward as our strategic planning consultant for \$29,400. Ms. Oliver seconded the motion.

On a roll call vote, Trustees voted:

"Aye": Mr. Glaubinger, Ms. Oliver, Ms. Spector Bishop, Ms. Unikel

"Nay": None

NEW BUSINESS

FY23 Illinois Public Library Annual Report

Ms. Durov presented on the library's Illinois Public Library Annual Report (IPLAR) provided in the board packet. She explained how ILPAR and PLS (public library survey) are national reports

that help the library to look at data and to see how we're doing statistically and how we compared to other Illinois and national libraries. Ms. Durov highlighted outstanding statistics and trends for FY23 with the most notable highs in study room bookings and library card registration.

Ms. Spector Bishop made the motion to approve the FY23 Illinois Public Library Annual Report as presented. Ms. Crisham seconded the motion.

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

Salary Benchmarking Report Overview

Ms. Unikel 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. Ms. Oliver seconded the motion.

On a roll call vote, Trustees voted:

"Aye": Ms. Crisham, Mr. Glaubinger, Ms. Oliver, Ms. Spector Bishop, Ms. Unikel

"Nay": None

The board returned to general session at 9:40 pm. There was no action taken from the closed session.

AGENDA BUILDING

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

- Climate Action Plan Committee Recap
- Salary Schedule
- Updated Freedom of Information Act Policy
- Recap of July 4th

ADJOURN

Mr. Glaubinger declared the meeting adjourned at 9:41 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