

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY BOARD MEETING

June 16, 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. Sharon Bergstein, Ms. Maura Crisham, Mr. Jay Glaubinger, Ms. Stacy Oliver, Ms. Barbara Unikel, Ms. Abby Young

Trustees Absent:

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

Others Present: Patrick McCallister, Contracted IT Support. Mike Ruter, OSG

APPROVAL OF THE CONSENT AGENDA

- 3.1 Approval of the Agenda
- 3.2 Approve Regular Session Minutes – May 19, 2022
- 3.3 Approve Cash Balances & Income Statement May 2022
- 3.4 Approve Bills and Charges from May 2022
- 3.5 Approve Updated Freedom of Information Act Policy
- 3.6 Approve Updated Home Delivery Policy
- 3.7 Approve Glenbrook Sanitary District Intergovernmental Agreement
- 3.8 Approve Resolution for Limricc Intergovernmental Agreement
- 3.9 Review of Executive Session Minutes – May 19, 2022
- 3.10 Approve FY22 Illinois Public Library Annual Report

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. Crisham made the motion to approve the consent agenda as presented. 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

PUBLIC COMMENTS

There were no public comments.

STAFF REPORTS

In addition to her written report, Ms. Hall provided an update on this year's Summer Reading numbers and urged board members to Sign-up. Ms. Hall also mentioned that her 2nd book is out and that she has donated a copy to the library's collection.

Illinois Public Library Annual Report

Ms. Durov presented on the library's Illinois Public Library Annual Report (IPLAR). Data submitted is published on various sites such as IL Gov website and is used for trend data and grant opportunities. She noted that this year's report shows a significant increase in trend change for Circulation materials, virtual programming and eResources.

BOARD MEMBER REPORTS

No board member reports were given.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

4th of July Parade

Ms. Hall surveyed the board regarding their participation in the 4th of July Parade and provided additional information.

EDI Organizational Assessment

Ms. Hall provided an update and next steps to finalize staff affinity groups. In addition to staff groups, there will be Community and Board focus groups. Focus groups will help identify steps needed for the library to be more inclusive. Focus group feedback and next steps will be presented at the September or October board meeting

OSG IT Security Presentation

Mike Ruter from OSG provided an IT security report in closed session at 7:42 pm.

Ms. Young made the motion to go into Closed Session pursuant to 5 ILCS 120/2(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. 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. Xu made the motion to re-open general session at 8:14 pm. 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

There was no action taken from the closed session.

AGENDA BUILDING

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

- Compensation philosophy discussion
- EDI Organizational Assessment

ADJOURN

Mr. Glaubinger declared the meeting adjourned at 8:16 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