

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY BOARD MEETING

July 15, 2021 | 7:30 pm | Civic Room

CALL REGULAR MEETING TO ORDER

The regular meeting of the Board of Trustees was called to order at 7:32 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, Mr. Kayhan Parsi, Ms. Barbara Unikel, Ms. Jami Xu, Ms. Abby Young

Staff Present: Ms. Kate Hall, Ms. Anna Amen, Ms. Laurie Prioletti, Ms. Arielle Raybuck, Ms. Jennifer McGee

Others Present: Mr. Bob Israel, Village of Northbrook Trustee, Ms. Debbie De Palma, Northbrook Resident, Ms. Anna Fillmore, Former Library Employee

PRE-AGENDA APPROVAL

After roll was called, Mr. Glaubinger recognized the accomplishments of Kate Hall, recipient of Illinois Library Association's 2021 Librarian of the Year award and Linda Vering, recipient of ILA's Deborah Dowley Preiser Marketing Award. Mr. Glaubinger then moved to remove the Agenda from the Consent Agenda and add an Executive Session under new business on the agenda.

APPROVAL OF THE AGENDA

Ms. Bergstein made the motion to approve the agenda with the addition of an Executive Session. Ms. Young seconded the motion. On a voice vote, all Trustees voted "aye."

APPROVAL OF THE CONSENT AGENDA

- 3.2 Approve Regular Session Minutes – June 17, 2021
- 3.3 Approve Closed Session Minutes – June 17, 2021
- 3.4 Approve Cash Balances & Income Statement June 2021
- 3.5 Approve Bills and Charges from June 2021
- 3.6 Approve Illinois Public Library Annual Report
- 3.7 Approve Whistleblower Protection Policy Update

Ms. Young 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, Mr. Parsi, Ms. Unikel, Ms. Xu, Ms. Young,

"Nay": None

PUBLIC COMMENTS

Mr. Glaubinger asked if there were any public comments.

Ms. Anna Fillmore, a former library employee introduced herself and provided a statement regarding her termination and her years of service at the library. She thanked the board for their service and acknowledge their importance as a bridge to the community.

Climate Action Plan (CAP) Presentation

Mr. Bob Israel, a Northbrook Village Trustee did a follow-up presentation on Northbrook's Climate Action Plan. He discussed the plan's mission and the future of Northbrook's climate if no action is taken. He stated that the CAP team contains more than 30 people including Jill Franklin from the Northbrook Library as well as Village trustees, staff, and community stakeholders: schools, park district and the business community. The CAP sets goals with action points to achieve outlined goals. One such goal is to reduce carbon output with an action point of: by 2030, to reduce carbon output by 35% below 2010 output and by 2050 to reduce output by 80% below 2010. He provided an overview of the plan's 8 Sectors, their strategies and actions for each. In order for the plan to be successful, it needs to be supported by actions from the community and village entities. Mr. Israel commented that the Library can help by offering programs to help educate the community. Mr. Glaubinger agreed and stated that this will be an ongoing process for the library and to educate the public.

Annual Library Walk Thru

The meeting recording was paused while the trustees toured the building to look at reconstruction projects and upcoming construction. Recent projects completed are: Boiler Ventilation Project, Study Rooms, and Circulation and Staff Lounge. Upcoming Projects are: F&M staff space, Boilers (based on facility plan), and Landscaping.

STAFF REPORTS

In addition to her written report, Ms. Hall informed the board that she will be on vacation from July 23rd through August 4th. Kelly Durov, the Assistant Director will be in charge during her absence. She then discussed trends and the shift on how the community is using the library post pandemic based on the statistics.

Reopening Update

In addition to her memo, Ms. Hall offered to answer questions about how the reopening is going. The board did not have any questions.

BOARD MEMBER UPDATE

ALA Reports

Mr. Glaubinger asked the Board if anyone would like to share what ALA sessions they attended and what was learned. No one had anything to share at this time. Ms. Hall mentioned that they still have access to view ALA's sessions online.

EDC Report

Mr. Glaubinger provided an update on July's EDC meeting including a discussion the direction of the EDC post pandemic, governmental agency updates, and property updates.

UNFINISHED BUSINESS

Lobby Renovation Construction

Ms. Hall informed the board that the Automated Material Handler is in and functioning. The Library is still finishing up some small punch list items and that the library will provide final numbers once the project is officially closed out.

NEW BUSINESS

Illinois Libraries Present Joint Programming Cooperative

Ms. Hall provided the following overview of the cooperative. Illinois Libraries Present's objective is to provide affordable virtual programming for public libraries in the state by having a large number (200-300) libraries as members to share resources and reduce costs. TVirtual programming costs will equate to speaker cost and the Zoom license. Ms. Hall concluded her presentation by stating that the next step is for one of the libraries to institute Governance with an intergovernmental agreement (IGA). The board being receptive to the initiative, will review a draft IGA and discuss the Joint Programming Cooperative in more depth at the next board meeting.

Executive Session

Mr. Glaubinger asked for a 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. Young made the motion to approve close regular session and go into executive session.
Ms. Bergstein seconded the motion.

On a roll call vote, Trustees voted:

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

"Nay": None

The board went into Closed Session at 8:58 pm.

Ms. Crisham made the motion to close executive session and return to general session at 9:39 pm. Ms. Bergstein seconded the motion.

On a roll call vote, Trustees voted:

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

"Nay": None

Mr. Glaubinger announced that the general session is reopened at 9:39 pm.

AGENDA BUILDING

Mr. Glaubinger reviewed the next meeting's agenda items. The board agreed to the following agenda items for August:

- Illinois Libraries Present Joint Programming Cooperative Agreement
- Climate Action Plan (possibly)
- Discuss fall outside library visit
- File detailed statement of all receipts and expenditures for previous 6 months

ADJOURN

Mr. Glaubinger declared the meeting adjourned at 9:40 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