

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY BOARD MEETING
August 19, 2021 | 7:30 pm | Civic Room

CALL REGULAR MEETING TO ORDER

The regular meeting of the Board of Trustees was called to order at 7:31 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. Kelly Durov, Ms. Arielle Raybuck, Ms. Jennifer McGee

Others Present:

APPROVAL OF THE CONSENT AGENDA

- 3.1 Approval of the Agenda
- 3.2 Approve Regular Session Minutes – July 15, 2021
- 3.3 Approve Closed Session Minutes – July 15, 2021
- 3.4 Approve Cash Balances & Income Statement July 2021
- 3.5 Approve Bills and Charges from July 2021
- 3.6 File detailed statement of all receipts and expenditures for previous 6 months pursuant to 50 ILCS 305/1

Ms. Bergstein made the motion to approve the consent agenda as presented. Ms. Unikel 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. There were no public comments.

STAFF REPORTS

In addition to her written report, Ms. Hall informed the board that she will be taking a few days off next week. She mentioned that the Village is disbanding the Youth Commission and the Community Relations Commission and creating a new commission to represent both.

Reopening Update

In addition to her memo, Ms. Hall talked about the library's new mask requirements. The library plans to do in person programming in September with the exception of children under 12. The library will look at in person programming for this age group once there is an approved vaccine available. The Board discussed the possibility of going back to meeting virtually or finding a larger space to meet until the Delta surge slows or until there is an approved vaccine for children 12 and under.

BOARD MEMBER UPDATE

Mr. Parsi announced that he is moving out of Northbrook, thus requiring him to resign from his library board position as of September, 2021. Ms. Hall provided an overview of the next steps to filling the vacant seat and outlined a potential timeline. She asked the board to think about what knowledge, skills, expertise, or areas of interest they would like to see in the new trustee.

UNFINISHED BUSINESS

Climate Action Plan

Ms. Hall mentioned that the Village board approved the plan last week. At September's board meeting, Ms. Hall will provide information on how the library will utilize the plan internally and externally. She asked the board for feedback on which areas of the plan they would like the library to focus and thoughts on the roll out. Board feedback consisted of opportunities offered during construction, so such as looking at recycling potential and through programming to increase public awareness.

Illinois Libraries Present Joint Programming Intergovernmental Agreement

Ms. Hall reviewed the committee's progress with RAILS and talked about cash flow for the new cooperative. She mentioned that the committee is still working on the IGA and that it should be completed for review in September. Ms. Hall explained that the committee is working on exploring different avenues to finance the initial start-up costs and asked for the board's feedback. After discussion, the board was supportive of the initiative and will help facilitate its movement forward. Ms. Hall will provide an update on the IGA's status at the next board meeting.

NEW BUSINESS

Fall Outside Library Visit

Ms. Hall discussed potential libraries for their annual library visit and asked the board for feedback. The board discussed and decided to postpone the library visit until a new board member is appointed. The board decided they would like to visit a library that has recently undergone changes based on either COVID or a green design. Ms. Hall will provide options based on these areas of focus and the board will discuss the potential visit further in November.

Executive Session

The board did not go into closed session.

AGENDA BUILDING

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

- Climate Action Plan adoption
- Illinois Libraries Present IGA
- FY23 Levy Initial Draft
- 2022 Holiday Schedule
- Annual Audit presentation from Selden Fox
- New Board member appointment

After reviewing September's agenda, Ms. Bergstein was asked and accepted to fill Mr. Parsi's seat on the Personnel Committee.

ADJOURN

Mr. Glaubinger declared the meeting adjourned at 8:29 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