

MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF LIBRARY TRUSTEES  
OF THE VILLAGE OF NORTHBROOK  
Northbrook Public Library  
Northbrook Pollak Room  
February 7, 2019

**CALL SPECIAL MEETING TO ORDER**

The special meeting of the Board of Trustees was called to order at 7:01 p.m. by Mr. Carlos Früm.

**BOARD OF TRUSTEES ROLL CALL**

The roll was called by Ms. Kate Hall.

**Trustees Present:** Ms. Bergstein, Mr. Jay Glaubinger, Mr. Marc Lonoff, Ms. Jami Xu, Ms. Abby Young, Mr. Carlos Früm

**Trustees Absent:** Ms. Miriam Imrem

**Staff Present:** Ms. Kate Hall, Ms. Anna Amen, Mr. Brodie Austin, Ms. Jennifer McGee

**Others Present:** Ms. Colleen Keaveny, Ms. Connie Gallart, Ms. Sandy Kaminsky, Ms. Kathy Kather, Ms. Joan MacVay, Ms. Jane Nickow, Mr. Larry Schaffel, Mr. Bill Schildgen, Mr. John Schuman, Friends of the Library Board

**APPROVAL OF THE AGENDA**

Mr. Lonoff moved to approve the agenda. Ms. Young seconded the motion. On a voice vote, all Trustees voted "aye."

**PUBLIC COMMENTS**

There were no public comments.

**NEW BUSINESS**

**Friends of the Library Meet and Greet**

Ms. Hall opened the meeting with a brief introduction and purpose of the two Boards coming together. After Ms. Hall's introduction, there was a brief period of socializing where the attendees mingled and enjoyed refreshments. Mr. Austin then facilitated an icebreaker in which attendees introduced themselves and shared why they love the library. After introductions, there were small group discussions about why each attendee serves on their board and their individual motivations of why they volunteer.

After the small group discussions, a brief presentation was given to explain the role of each group to the library. Mr. Früm explained the Library Board of Trustees role is to govern, set policy, and oversee the finances; Mr. Schildgen discussed the Friends of the Library's role as a supportive mechanism for the library's programming; Ms. Xu spoke about the Foundation's role which is to solicit large scale donations; and lastly, Ms. Hall spoke about the role of the Library staff, which oversees the day to day operations of the library.

Following, Mr. Austin lead a large group brainstorming session to identify ways in which the two boards can work together. The brainstorming solicited the following suggestions:

- Have fun
- Meet and greet
- Cultivation
- Mutual aid (help each other)
- Freaky Friday
- Learn what each other does
- Sharing minutes
- Friends update on board agenda
- Attend each other's meetings
- Liaisons
- Using membership list
- Fundraising
- Community insights
- Advocacy/ other support/ elections
- Public Relations/ Marketing for FOL and Foundation
- Marching funds
- Friends members as library super users
- Donor/Friends Board
- Friends/ Foundation

After brainstorming as a large group, time was given for individual reflection in which the smaller groups discussed ways in which the two boards can help each other. The meeting ended with Mr. Austin leading a large group sharing to summarize all the ways that the two groups can collaborate moving forward.

Ms. Hall identified the next steps as scheduling another meeting between the Friends of the Library Board and the Library Board of Trustees in the Fall of 2019 along with sharing of meeting Minutes between the two Boards.

#### **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 8:32 p.m.

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Carlos Früm, President

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Jennifer McGee, Recorder