

MINUTES OF THE NORTHBROOK PUBLIC LIBRARY BOARD MEETING
September 19, 2024 | 7:00 pm

CALL REGULAR MEETING TO ORDER

The regular meeting of the Board of Trustees was called to order at 7:01 p.m. by Ms. Stacy Oliver.

BOARD OF TRUSTEES ROLL CALL

The roll was called by Ms. Jennifer McGee

Trustees Present: Ms. Maura Crisham, Ms. Stacy Oliver, Mr. Nimesh Patel, Ms. Janet Spector Bishop, Ms. Barbara Unikel, Ms. Jami Xu

Trustees Absent: Mr. Jay Glaubinger

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

Others Present: Mr. Ed Tracy, Selden Fox; Ms. Julie Tappendorf, Ancel Glick; Richard Requena and Pam DeFiglio, Chicago Tribune; Nancy Goodman, Lee Goodman, Edward Samson, Northbrook Residents; and Linda Vering, Sara Scodius, Library Staff

APPROVAL OF THE CONSENT AGENDA

- 3.1 Approval of the Agenda
- 3.2 Approve Regular Session Minutes – August 15, 2024
- 3.3 Approve Cash Balances & Income Statement August 2024
- 3.4 Approve Bills and Charges from August 2024 in the amount of \$757,147.60
- 3.5 File account of all monies received and expended during preceding fiscal year
- 3.6 Approve 2025 Closing Schedule
- 3.7 Parking Lot Renovation & Maintenance Proposal

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

On a roll call vote, Trustees voted:

“Aye”: Ms. Crisham, Mr. Patel, Ms. Oliver, Ms. Spector Bishop, Ms. Unikel, Ms. Xu

“Nay”: None

PUBLIC COMMENTS

Ms. Oliver read a statement prior to public comments acknowledging the community members who reached out to the Northbrook Public Library Board of Trustees to share their feedback and thoughts about the September 18 patron room booking and planned film screening which was later removed at the cardholder’s request. Northbrook Residents Nancy Goodman, Lee Goodman and Edward Samson

expressed concerns about imposed security costs leading to potential censorship of free speech by prohibiting the 9/18/24 film screening from occurring at the library. Participants highlighted the library's commitment to First Amendment rights and the need for inclusive dialogue. They advocated for policy revisions to prevent censorship, referencing historical events to support their argument against banning controversial materials, programs and speakers. They all expressed the need for open discussion and protection of free speech, even when content is contentious. Ms. Oliver thanked the community members for their comments.

STAFF REPORTS

Ms. Hall provided a statement addressing the September 18th patron room booking response from the community. She emphasized the importance of intellectual freedom and thanked the board and staff for their support of the 1st Amendment. She stated that the library received over 8,000 emails and hundreds of voicemails. Ms. Hall acknowledged the emotional impact on the community, staff, and board, and reaffirmed the library's commitment to being a welcoming space with uncensored access to information. She highlighted upcoming events, including a screening of the "Upstanders" documentary in partnership with Cook County United Against Hate, the Village Community Commission, and the Illinois Holocaust Museum, followed by a panel discussion with Cook County Commissioner Britton. Ms. Hall noted that due to the work required to manage the room booking responses, she was unable to complete her typical report. She will provide a more comprehensive report next month.

In response to Mr. Patel's question about notifying the board regarding similar room bookings in the future, Ms. Hall explained that bookings will continue to be managed operationally, citing the Library Records Confidentiality Act, which restricts the release of specific information, including names and personal details related to room bookings.

BOARD MEMBER REPORTS

Ms. Spector Bishop promoted the upcoming Bystander event. Ms. Oliver mentioned that her visiting father from Florida really enjoyed touring the Northbrook Library.

UNFINISHED BUSINESS

Village of Northbrook Payroll Change

Ms. Hall gave an update to the board stating that she and Ms. Amen met with the Village President, Village Manager, and Village Chief Financial Officer, confirming that the Village was unwilling to change the deadline and the transition deadline remains at December 31, 2024. It is confirmed that the Village must continue managing the IMRF for the library. Ms. Amen discussed the steps she and Ms. Moore are taking to address the payroll change and outlined a timeline for rollout and implementation. The board inquired if this change will incur additional costs for the library. Ms. Amen confirmed there will be additional costs due to hiring of a payroll processing company.

NEW BUSINESS

FY24 Audit Presentation with Selden Fox

Mr. Tracy from Selden Fox presented on the annual FY24 audit ending April 30, 2024. Mr. Tracy reviewed the audit documents included in the board packet. He stated that the audit went smoothly, there were no disagreements, and that the financial statements were fairly represented.

Mr. Tracy stated that overall, the books are in good order.

Ms. Crisham made the motion to accept the FY24 Audit as presented. Ms. Xu seconded the motion.

On a roll call vote, Trustees voted:

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

"Nay": None

FY26 Tax Levy Draft Presentation

Ms. Hall and Ms. Amen discussed the FY26 tax levy. Ms. Amen outlined her forecasting approach and recommended a 4.5% increase, referring to other potential percentage options provided in the presentation handout. Library leadership, including Ms. Hall, Ms. Amen, Ms. Durov, and Ms. Moore, highlighted key priorities in the face of rising costs, focusing on personnel expenses, facility maintenance, insurance, collections, programming, technology updates, and safety and security. They emphasized the need to address these challenges while maintaining a solid budget to ensure continued community service. Ms. Hall and Ms. Amen addressed board questions about the proposed levy, which will be on the October agenda for approval before being submitted to the Village.

CLOSED SESSION

The board did not go into closed session.

AGENDA BUILDING

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

- Finalize FY26 Levy
- EDI Pulse Survey Presentation from Becky Moore
- Discuss Staff Appreciation Week
- Discuss Annual Library Visit
- Update on FEIN & Payroll Change

ADJOURN

Ms. Oliver declared the meeting adjourned at 8:09 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.

Stacy Oliver

Stacy Oliver (Oct 18 , 2024 10:15 CDT)

Ms. Stacy Oliver, President



Ms. Jennifer McGee, Recorder