

**AGENDA - REGULAR BOARD MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, SEPTEMBER 18, 2024 - 7:00 PM
FORTE ROOM
320 PARK AVE.
GLENCOE, IL 60022**

The Glencoe Public Library is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend any meetings of the Library Board, and who require certain accommodations in order to allow them to observe and/or participate in this meeting; or who have questions regarding the accessibility of these meetings or the facility are requested to contact Andrew Kim, Executive Director, at (847) 835-5056 promptly to allow the Library to make reasonable accommodations for those persons.

- 1) CALL TO ORDER - 7:00 p.m.
- 2) ROLL CALL
- 3) ADDITIONS TO THE AGENDA
- 4) CONSENT AGENDA (ACTION)
 - a. Approval of the August 21, 2024, Committee of the Whole minutes 3
 - b. Approval of the August 21, 2024, Regular Board Meeting minutes 4
 - c. Approval to remain open until 7:00 p.m. on Friday, November 29, 2024, to participate in the Village of Glencoe's Light the Lights event 8
 - d. Approval of the Friends Winter Book Sale dates 9
- 5) PUBLIC COMMENT
- 6) COMMUNICATIONS 10
- 7) REPRESENTATIVE OF THE FRIENDS OF THE LIBRARY
- 8) COMMITTEE REPORTS - 7:25 p.m.
 - a. Building & Grounds
 - b. Finance 12
 - c. Marketing
 - d. Plan Commission 20
 - e. Planning

- f. Policy & Bylaws
 - g. Sustainability Task Force X W
 - h. Technology
- 9) REPORT OF THE EXECUTIVE DIRECTOR - 7:45 p.m.
- a. Director's report - from August 22 to September 13, 2024
 - b. Monthly statistics - August 2024
- 10) NEW BUSINESS
- a. Approval of the Library Board Bylaws revision
 - b. Presentation of the Fiscal Year 2025 draft budget
- 11) CLOSED SESSION
- 12) ADJOURNMENT

**COMMITTEE OF THE WHOLE MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, AUGUST 21, 2024 – 6:00 P.M.
FORTE ROOM
320 PARK AVE, GLENCOE, ILLINOIS 60022**

UNAPPROVED MINUTES

1) CALL TO ORDER:

President Parfitt called the meeting to order at 6:00 p.m.

2) ROLL CALL:

The following Trustees were present: Jim Fiffer, George Krafcisin, Linda Lin, Roger Parfitt, Michael Pope, Beth Schencker and Nan Weiss-Ham. Present were library management team members Danny Burdett, Ann Finstad, Becky Halcli, Grace Hayek, Dale Heath, and Andrew Kim, Executive Director. Also present was library staff member Jeff D’Anastasio. Guests from Skidmore, Owings & Merrill were Adam Semel, Ian Kaminski-Coughlin, Jason Fisher, Brie Voetberg, and Andrea Telli. Guests from dbHMS were Sachin Anand and Callum Burtelson.

3) PUBLIC COMMENT:

There were no public comments.

4) PRESENTATION OF MASTER SPACE PLANNING PROGRESS BY SKIDMORE, OWINGS & MERRILL (SOM):

The presentation on the Master Space Planning Progress by SOM was organized into four parts:

1) *Background*

Ms. Telli provided an overview of SOM’s library project experience, and common issues and traits of 21st century libraries.

2) *Process*

Mr. Kaminski-Coughlin recapped all the SOM fieldwork that started in June. Mr. Anand provided commentary on building systems.

3) *Design Options*

Renderings of three options were presented by the SOM team: Small—renovating the Lower Level; Medium—Small option plus updating spaces on the Ground and Upper levels; Large—Medium option plus large program space (southwest side) and two-level addition (southeast side).

4) *Input*

The Board and management team were invited to ask questions and to offer another round of feedback to allow SOM to fine tune the renderings for their next board presentation on September 18.

5) ADJOURNMENT:

President Parfitt adjourned the meeting at 7:30 p.m.

Respectfully submitted by Jeff D’Anastasio

**REGULAR BOARD MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, AUGUST 21, 2024 – 7:00 P.M.
FORTE ROOM
320 PARK AVENUE, GLENCOE, ILLINOIS 60022**

UNAPPROVED MINUTES

1) CALL TO ORDER:

President Parfitt called the meeting to order at 7:37 p.m.

2) ROLL CALL:

The following Trustees were present: Jim Fiffer, George Krafcisin, Linda Lin, Roger Parfitt, Michael Pope, Beth Schencker and Nan Weiss-Ham. Present were library management team members Danny Burdett, Ann Finstad, Becky Halcli, Grace Hayek, Dale Heath, and Andrew Kim, Executive Director. Also present was library staff member Jeff D’Anastasio.

3) ADDITIONS TO THE AGENDA:

There were no additions to the agenda.

4) CONSENT AGENDA:

- a. Approval of the July 17, 2024, Regular Board Meeting (RBM) minutes
In section 8) g. of the minutes, Trustee Lin requested that the words “discussions regarding participation in” be added before “the Glencoe Al Fresco dining event on July 19.”

A MOTION was made by Trustee Fiffer, and seconded by Trustee Schencker, **TO APPROVE THE JULY 17, 2024, RBM MINUTES AS AMENDED.**

The **MOTION PASSED BY UNANIMOUS** voice vote of those present.

Ayes: Fiffer, Krafcisin, Lin, Parfitt, Pope, Schencker, Weiss-Ham
Nays: None

- b. Approval of the Lost and Found Policy revision
Board Packet (BP) page 7 outlined the key wording changes made in the policy revision. Trustee Lin recommended that consideration be given to storing items in one location in the future, with a locked option as needed.

A MOTION was made by Trustee Pope, and seconded by Trustee Lin, **TO APPROVE THE LOST AND FOUND POLICY REVISION AS PRESENTED.**

The **MOTION PASSED BY UNANIMOUS** voice vote of those present.

Ayes: Fiffer, Krafcisin, Lin, Parfitt, Pope, Schencker, Weiss-Ham
Nays: None

5) PUBLIC COMMENT:

There were no public comments.

6) COMMUNICATIONS:

There were no comments regarding Communications.

7) REPRESENTATIVE OF THE FRIENDS OF THE LIBRARY:

Friends Board President Marti Wick was not in attendance.

8) COMMITTEE REPORTS:

a. Building & Grounds:

There was no report.

b. Finance:

Trustee Lin updated the Board on highlights of the July finances (BP page 11). She noted the library received nearly \$740,000 in property taxes in June, while refunding close to \$4,800. As a result, the total Property Tax Received Year To Date (YTD) amount grew to 66.3% of expected budget. Also, Total Expenditures were at 48.8% YTD as compared to the 58.3% YTD budgeted, showing that the library was doing very well at controlling spending.

c. Marketing:

Head of Programs & Communications Grace Hayek reported that the library will stop using X (formerly known as Twitter) due to lack of patron engagement (BP page 20).

d. Plan Commission:

There was no report.

e. Planning:

Director Kim referred to BP page 21, which summarized the Building Renovation Committee's (BRC) meetings with the architecture firm Skidmore, Owings & Merrill (SOM). Additionally, the Director and BRC met on August 6 with Children's Services and Public Operations Manager Ann Finstad and Technical Services and Automation Operations Manager Becky Halcli to discuss potential changes to internal operations resulting from the renovation.

SOM will present revised renderings to the Board at the September 18 COTW meeting. Director Kim will give an update on the master space plan to staff as part of the September 27 Staff Development Day, and a public presentation will be held at the library on October 14.

f. Policy & Bylaws:

There was no report.

g. Sustainability Task Force (STF):

There was no report.

h. Technology:

Trustee Weiss-Ham directed the Board to the Technology Committee report (BP page 23), which highlighted the ongoing equipment inventory, the expected installation of two additional security cameras in the Forte and Young Adult rooms and plans for PC upgrades and e-resource accessibility improvements later this year.

9) REPORT OF THE EXECUTIVE DIRECTOR:

Director Kim updated the Board with news and events from the past month:

At the August 14 Governing Board meeting, Cooperative Computer Services (CCS) confirmed that both the Mount Prospect and Waukegan library catalogs would go live in the CCS system on October 1. The Vernon Area Public Library is anticipated to join in September 2025.

The management team has begun the Fiscal Year (FY) 2025 budgeting process. The preliminary budget will be presented to the Board at the September 18 RBM. The October 16 RBM will offer the levy for board approval, culminating in the presentation of the FY 2025 operating budget for board approval at the November 20 RBM.

New Adult Services Librarian Rachel Murray started on August 12.

In July, Ann Finstad celebrated her ten-year work anniversary and Facilities Assistant Damian Castro celebrated his one-year work anniversary.

Thank you to Trustee Weiss-Ham for representing the Board when State Representative Tracy Katz-Muhl visited on July 29.

Director Kim will attend the Illinois Library Association (ILA) Conference in Peoria from October 8-10.

The library hosted a meeting of the Village Nominating Committee (VNC) in the Forte Room on August 12. Future meetings are scheduled for September 8 and 29, and October 7, 13, 21, 27 and 28. The library will also host the Village's Home Rule Community Forum on October 8.

10) NEW BUSINESS:

There were no New Business items.

11) CLOSED SESSION:

A MOTION was made by Trustee Schencker, and seconded by Trustee Lin, TO ENTER CLOSED SESSION TO DISCUSS MATTERS PURSUANT TO 5 ILCS 120/2 (C) (21), THE DISCUSSION OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF THE MINUTES OR SEMI-ANNUAL REVIEW OF THE MINUTES AS MANDATED BY SECTION 2.06.

The **MOTION PASSED BY UNANIMOUS** voice vote of those present.

Ayes: Fiffer, Krafcisin, Lin, Parfitt, Pope, Schencker, Weiss-Ham
Nays: None

The Trustees left the Open Session at 8:06 p.m.

12)CALL TO ORDER:

Trustee Parfitt called the open session to order at 8:19 p.m.

13)ROLL CALL:

The following Trustees were present: Jim Fiffer, George Krafcisin, Linda Lin, Roger Parfitt, Michael Pope, Beth Schencker and Nan Weiss-Ham.

14)NEW BUSINESS:

A **MOTION** was made by Trustee Schencker, and seconded by Trustee Parfitt **TO APPROVE THE MINUTES FROM THE JANUARY 17, 2024 CLOSED SESSION.**

The **MOTION PASSED BY UNANIMOUS** voice vote of those present.

Ayes: Fiffer, Krafcisin, Lin, Parfitt, Pope, Schencker, Weiss-Ham
Nays: None

A **MOTION** was made by Trustee Pope, and seconded by Trustee Lin **TO OPEN THE MINUTES AND DESTROY RECORDINGS FROM THE DECEMBER 15, 2022, AND FEBRUARY 15, 2023, CLOSED SESSIONS.**

The **MOTION PASSED BY UNANIMOUS** voice vote of those present.

Ayes: Fiffer, Krafcisin, Lin, Parfitt, Pope, Schencker, Weiss-Ham
Nays: None

15)ADJOURNMENT:

President Parfitt adjourned the meeting at 8:20 p.m.

Respectfully submitted by Trustee Beth Schencker and Jeff D'Anastasio



Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Andrew Kim, Executive Director
Date: September 13, 2024
Re: Approval to remain open until 7:00 p.m. on Friday, November 29, 2024, to participate in the Village of Glencoe's Light the Lights event

I am respectfully requesting that the library remain open until 7:00 p.m. on Friday, November 29, 2024, so that the library may participate in the Village of Glencoe's Light the Lights event.

The event is tentatively scheduled to take place from 5-7:00 p.m. on November 29. Initial planning includes having a staff team of 4-5, offering a children's craft, and restricting patron access to the Ground Level after 6:00 p.m.

Last year, the library hosted over 145 visitors during event hours.



Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: The Friends of the Glencoe Public Library
Date: September 13, 2024
Re: Approval of the Friends Winter Book Sale dates

The Friends of the Glencoe Public Library request board approval to hold their Winter Book Sale from Friday, February 21 to Monday, February 24, 2025.

Approval of the sale dates will require the library building to remain open until 6:30 p.m. on February 7 and to open at noon on February 9. Patron services will not be available during these additional hours. All other sales times are in line with normal library hours.

Sale attendees will not be permitted in any area of the building other than the Friends Room after the library closes.

Sale Date	Sale Hours	Library Hours
Friday, February 21	4:30 – 6:30 p.m.	9:00 a.m. – 6:00 p.m.
Saturday, February 22	9:00 a.m. – 5:00 p.m.	9:00 a.m. – 5:00 p.m.
Sunday, February 23	12:00 – 5:00 p.m.	1:00 – 5:00 p.m.
Monday, February 24	9:00 a.m. – 12:00 p.m.	9:00 a.m. – 9:00 p.m.

August 2024: Staff Logged Compliments/Complaints

Compliments

Reference	8/1/2024	"Do you have a Quiet Room? " "Yes, but kids, often with tutors, use it after school." "That is so great of the library to have a quiet space, but also to accommodate students."
Children's	8/1/2024	I love how you lay out your books[in the Children's Department]. It's so easy to find things we like here. This is our favorite library now.
Reference	8/3/2024	"I am listening to this young boy having the time of his life talking to that librarian about movies, "The Far Side" and other things. Seriously, the time of his life in the library. How great is that?"
Reader's Advisory	8/6/2024	Good afternoon,, Please confirm that Matthew is cited for being an extraordinary member of our library's staff. Not only is he knowledgeable in recommending appropriate books but his technical skills are every bit the equal of that. He's been a great help to me and many others so make sure he is commended as an outstanding associate.' \ [patron JE]
Children's	8/6/2024	patron thanked me for all the funny picture books I picked out for them a second time...included Don't Eat Bees by Chip the Dog, Philomena's Glasses and This is a Taco, etc.
Reference	8/6/2024	Patron called to say how much she enjoyed the book I had recommended.
Reference	8/8/2024	" I don't know where I'd be without this library."
Reader's Advisory	8/12/2024	4 Patron wanted to know if the Seed Library was still going. Said it was one of the best programs the library has ever done, and they have just been thrilled with their plants from it so far.
Reader's Advisory	8/15/2024	4 "I love this library. This beautiful room (the Johnson Room) is just the way it's always been, but it used to have better reading chairs."
Reference	8/17/2024	4 "I've been told you have the best bookmarks. Oh, my, it's true! How much are they? Free? Oh my goodness, how wonderful. You do indeed have the best bookmarks!"
Reader's Advisory	8/18/2024	4 two patrons were looking at the upcoming events posters by the slat wall and commented about how cool it is the Macrame Keychains class
Reader's Advisory	8/20/2024	4 This is a terrific place!
Reference	8/20/2024	4 "Somebody said you have a really cool quiet room with lots of books about art."

Referenc e	8/20/202 4	"I live in Evanston, but I always come up here because I love your library so much."
Children' s	8/23/202 4	"These backpacks are the greatest thing ever! So great that we can try out a toy before buying it."
Referenc e	8/26/202 4	ScanEZ is f***ing awesome!
Referenc e	8/29/202 4	I love how this library looks! The wood in the Johnson Room is so beautiful.
Referenc e	8/29/202 4	The metal detector in the Library of Things was great. We lost a ring in the backyard and this helped us find it!

Complaints

[No complaint-only comments logged. See mixed compliment about the Johnson Room's reading chairs]

Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Trustee Lin
Date: September 13, 2024
Re: Finance Committee report

The following is a summary of finances for August 2024:

Combine balance sheet

There is no report.

Operating revenues

- The library received over \$600,000 in Property taxes in August. Current Year Property tax revenues are now 93.1% year-to-date.
- Overall, Total revenues sit at 85.2% year-to-date.

Operating expenditures

- At the 2/3 mark of the fiscal year, each Expenditures section is performing well:
 - Library Services – 62% year-to-date
 - Personnel – 62.9% year-to-date
 - Facilities/Overhead/Other – 35.5% year-to-date

Restricted fund

There is no report.

GLENCOE PUBLIC LIBRARY
FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION
AUGUST 31, 2024

Glencoe Public Library

Combined Statements of Assets, Liabilities and Fund Balances - Modified Cash Basis - All Funds - Exhibit A - See Accountant's Compilation Report

	TOTAL		
	AS OF AUG 31, 2024	AS OF JUL 31, 2024 (PP)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
Cash			
1-000-10101 Cash-General	42,104.60	2,154.85	39,949.75
1-000-10102 Cash-Operating	632.03	792.01	-159.98
1-000-10118 CC Deposits-NS Bank	17,884.06	17,917.36	-33.30
1-000-10120 Petty Cash	75.00	75.00	0.00
1-000-10202 Cash-Maxsafe	3,638,384.01	3,268,622.99	369,761.02
2-000-10202 Cash-Maxsafe (Restricted Gifts Fund)	35,105.11	37,961.41	-2,856.30
3-000-10202 Cash Maxsafe (Pension Fund)	74,857.73	74,857.73	0.00
Total Cash	3,809,042.54	3,402,381.35	406,661.19
Total Bank Accounts	\$3,809,042.54	\$3,402,381.35	\$406,661.19
Other Current Assets			
1-000-11010 Petty Cash Clearing	173.97	33.99	139.98
Total Other Current Assets	\$173.97	\$33.99	\$139.98
Total Current Assets	\$3,809,216.51	\$3,402,415.34	\$406,801.17
TOTAL ASSETS	\$3,809,216.51	\$3,402,415.34	\$406,801.17
LIABILITIES AND EQUITY			
Liabilities			
Total Liabilities			\$0.00
Equity			
1-000-28105 Fund Balance-General	2,533,566.63	2,533,566.63	0.00
2-000-28105 Restricted Gift Fund Balance	48,281.92	48,281.92	0.00
3-000-28105 Pension Fund Balance	74,857.73	74,857.73	0.00
Retained Earnings	0.00	0.00	0.00
Net Revenue	1,152,510.23	745,709.06	406,801.17
Total Equity	\$3,809,216.51	\$3,402,415.34	\$406,801.17
TOTAL LIABILITIES AND EQUITY	\$3,809,216.51	\$3,402,415.34	\$406,801.17

Glencoe Public Library

Combined Statements of Revenues and Expenses - Modified Cash Basis - All Funds - Exhibit B - See Accountant's Compilation Report

	TOTAL	
	AUG 2024	JAN - AUG, 2024 (YTD)
Revenue		
1-911-30150 Property Taxes-Prior Years	-1,889.80	-9,283.60
1-911-30151 Property Taxes-Current Year	603,781.80	2,810,986.79
1-911-30705 Personal Property Replacement Tax	4,571.74	19,999.36
1-911-31955 Copier Fees	40.50	395.90
1-911-34405 Fines & Fees	150.96	1,222.04
1-911-37110 Money Market Interest	16,733.34	108,427.97
1-911-38215 Miscellaneous Grants		4,109.52
1-911-38220 Per Capita Grant		13,140.77
1-911-38305 Miscellaneous Income	70.03	1,605.16
1-911-38550 Unrestricted Gifts		5,295.17
2-908-38551 Restricted Gifts-From Friends		22,622.55
3-950-30150 Property Taxes-Prior Years (Pension Fund)		34,582.82
3-950-30151 Property Taxes-Current Year (Pension Fund)	15,779.84	97,432.43
Total Revenue	\$639,238.41	\$3,110,536.88
GROSS PROFIT	\$639,238.41	\$3,110,536.88
Expenditures		
900 Young Adult		
1-900-60149 Program Supplies & Other		33.84
1-900-60151 Books	277.69	4,066.61
Total 900 Young Adult	277.69	4,100.45
902 Adult Services		
1-902-50705 Membership Dues		563.00
1-902-50850 Meeting Fees		347.00
1-902-50851 Travel		1,254.74
1-902-60120 Supplies	134.98	1,011.14
1-902-60151 Books	6,341.63	49,570.22
1-902-60152 Audio Books	133.94	4,414.49
1-902-60153 Periodicals		16,310.20
1-902-60155 Automated Resources	13,537.29	47,469.86
1-902-60156 Audio	29.31	891.70
1-902-60157 Video	1,044.86	4,403.04
1-902-60158 Downloadable Content	11,028.52	82,510.99
1-902-60159 Library of Things	736.83	736.83
Total 902 Adult Services	32,987.36	209,483.21
903 Children's Services		
1-903-50705 Membership Dues		266.00
1-903-50850 Meeting Fees		867.10
1-903-50851 Travel		81.77
1-903-51650 Program		1,644.00
1-903-60120 Supplies	12.99	1,059.12

	TOTAL	
	AUG 2024	JAN - AUG, 2024 (YTD)
1-903-60149 Program Supplies & Other	61.20	1,607.44
1-903-60151 Books	2,013.23	14,881.75
1-903-60152 Audio Books		3,072.95
1-903-60153 Periodicals		799.35
1-903-60155 Automated Resources	375.00	375.00
1-903-60158 Downloadable Content	122.48	4,411.40
1-903-60159 Learning Kits	5.69	142.97
Total 903 Children's Services	2,590.59	29,208.85
904 Technical Services		
1-904-50705 Membership Dues		200.00
1-904-50751 O.C.L.C.		5,143.69
1-904-50851 Travel	32.83	91.79
1-904-60120 Supplies	577.39	2,533.28
Total 904 Technical Services	610.22	7,968.76
905 Administration		
1-905-40105 Salaries	121,054.26	1,024,936.92
1-905-40132 Medical Insurance	17,872.06	136,175.37
1-905-40705 Unemployment Insurance	131.06	3,813.29
1-905-50205 Photocopier Service	661.47	6,424.13
1-905-50315 Postage		1,526.02
1-905-50325 Phone Service	1,091.01	8,365.03
1-905-50410 Contractual Services		18,605.40
1-905-50595 Bookkeeping Services	1,990.48	18,340.16
1-905-50630 Legal Counsel-Other		2,362.50
1-905-50705 Membership Dues	435.00	2,559.90
1-905-50805 Training		990.82
1-905-50850 Meeting Fees	70.34	4,056.12
1-905-50851 Travel	32.09	2,257.94
1-905-51106 Trustee Expenses		140.00
1-905-51110 Recruitment	22.00	987.49
1-905-51505 Property & Casualty Insurance		33,588.00
1-905-51651 CCS, Operating Expenses		41,009.99
1-905-51652 Library Svc & Resource Development		946.04
1-905-60120 Supplies	667.92	2,783.62
1-905-60150 Furniture		28,300.46
1-905-60163 Professional Collection Supplies		204.00
1-905-70105 Debt Service	4,500.46	31,084.37
Total 905 Administration	148,528.15	1,369,457.57
906 Facilities		
1-906-50105 Building Maintenance	2,982.76	49,162.77
1-906-50110 Equipment Repair		40.99
1-906-50150 Grounds Maintenance	476.16	5,429.35
1-906-50190 Plumbing Repair & Maintenance		8,255.00
1-906-50191 Alarm Repair & Maintenance		768.00
1-906-50192 Water/Rubbish Repair & Maintenance	1,348.72	4,527.44
1-906-50193 Elevator Repair & Maintenance		4,439.36
1-906-50420 HVAC Maintenance	5,495.00	5,495.00

	TOTAL	
	AUG 2024	JAN - AUG, 2024 (YTD)
1-906-60120 Supplies	1,411.68	17,998.60
Total 906 Facilities	11,714.32	96,116.51
907 IMRF		
3-907-40460 Social Security	7,381.23	62,399.04
3-907-40465 Medicare	1,726.25	14,593.31
3-907-40505 Illinois Municipal Retirement Fund	6,672.36	55,022.90
Total 907 IMRF	15,779.84	132,015.25
908 Restricted		
2-908-90350 Restricted Gift Expense-Friends	2,818.74	31,611.27
2-908-90351 Restricted Gift Expense-Takiff Fund	19.78	3,240.82
2-908-90354 Restricted Gift Expense-Janet Hauser Memorial	17.78	947.27
Total 908 Restricted	2,856.30	35,799.36
909 Circulation Services		
1-909-60120 Supplies	47.92	741.42
Total 909 Circulation Services	47.92	741.42
910 Digital Services		
1-910-50215 Computer Hardware/Software	9,090.49	35,968.30
1-910-50320 IT Consulting	4,900.00	9,899.00
1-910-50321 Website Design/Hosting		1,450.00
1-910-50325 Internet Access	1,265.00	7,000.00
1-910-50750 Digital-Device Subscriptions	-506.96	1,340.50
1-910-60305 Computer Supplies	492.74	5,020.56
Total 910 Digital Services	15,241.27	60,678.36
916 Programs & Communication		
1-916-50330 Communications	956.48	2,755.58
1-916-50705 Membership Fees		208.00
1-916-50851 Travel		25.53
1-916-51650 Program	370.00	7,799.97
1-916-60120 Supplies	62.82	312.91
1-916-60149 Program Supplies & Other	414.28	1,354.92
Total 916 Programs & Communication	1,803.58	12,456.91
Total Expenditures	\$232,437.24	\$1,958,026.65
NET OPERATING REVENUE	\$406,801.17	\$1,152,510.23
NET REVENUE	\$406,801.17	\$1,152,510.23

Glencoe Public Library
Schedule of Changes in Restricted Gift Funds
For the Month Ending August 31, 2024

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Friends of the Glencoe Library	\$ 7,451.45		\$ 2,818.74	\$ 4,632.71
Bobette Cohen Takiff Fund	10,454.68		19.78	10,434.90
Janet Hauser Memorial Fund	153.78		17.78	136.00
Louis Bobby Slotkin Memorial Fund	19,901.50			19,901.50
Total All Funds	\$ 37,961.41	\$ -	\$ 2,856.30	\$ 35,105.11



BOND STATEMENT

CUSIP: GLNCPL024
 STATEMENT DATE: 8/07/2024
 CURRENT BALANCE: \$475,258.68
 PAYMENT DUE DATE: 9/1/2024

AMOUNT DUE: 4,500.56

TO:
 GLENCOE PUBLIC LIBRARY
 ATTN: ANDREW KIM
 EXECUTIVE DIRECTOR
 320 PARK AVE
 GLENCOE IL 60022-1526

CUR BAL: \$475,258.68 INT RATE: 5.25%	AMOUNT
09/01/2024 - Principal Payment General Obligation GLNCPL017 Maturity Date 06/01/2031	2,421.31
09/01/2024 - Interest Payment General Obligation GLNCPL017 Maturity Date 06/01/2031	2,079.25
TOTAL	4,500.56

PREVIOUS STATEMENT ACTIVITY: (YTD)

DATE	PRINCIPAL	INTEREST	ENDING BALANCE
01/01/2024	3,292.13	1,124.54	487,418.01
02/01/2024	3,299.67	1,117.00	484,118.34
03/01/2024	3,307.23	1,109.44	480,811.11
04/01/2024	3,314.81	1,101.86	477,496.30
05/01/2024	3,322.41	1,094.26	474,173.89
05/31/2024	474,173.89	1,086.65	0.00
07/01/2024	2,330.56	2,170.00	477,669.44
08/01/2024	2,410.76	2,089.80	475,258.68
TOTAL TO DATE:	\$495,451.46	\$10,893.55	

PLEASE CONTACT INVESTMENT ACCOUNTING WITH ANY QUESTIONS OR CONCERNS REGARDING YOUR STATEMENT. 815-277-5386

Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Trustee Pope, Village of Glencoe Plan Commission
Date: September 13, 2024
Re: Plan Commission report

The Plan Commission met on August 28, 2024, to discuss two agenda items:

- Review of a proposed preliminary plat of subdivision and plat of vacation for a three-lot subdivision at 5 Briar Lane
- Continued comprehensive plan discussion

5 Briar Lane

Per the commission packet memo, the applicant proposes to subdivide what is currently one zoning lot (with two PINs) into three new lots. The property is currently developed with a single-family residence, which the applicant proposes to demolish and replace with three new single-family residences.

The property is located at the western end of Briar Lane, which has a hammerhead-style street that does not meet the Village's current engineering requirements. As part of the application, the applicant proposes the reconfiguration of this street end into a circular cul-de-sac that meets all code requirements.

This reconfiguration would require the dedication of right-of-way to the Village from property that is currently part of 5 Briar Lane, along with the vacation of a smaller amount of what is currently Village right-of-way and the conveyance of this land to 5 Briar Lane and three other adjacent properties (4, 7, and 9 Briar Lane). This requires the approval of a Plat of Vacation by the Village Board.

Comprehensive Plan

The current draft of the comprehensive plan is now available online. Commissioners were encouraged to review the draft and to bring any feedback to the August 28 Plan Commission meeting.

Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Trustee Lin, Glencoe Sustainability Task Force
Date: September 13, 2024
Re: Glencoe Sustainability Task Force report

Trustee Lin will share a report of the Glencoe Sustainability Task Force's (STF) business at the September 18, 2024, Regular Board Meeting. The following is the agenda from STF's most recent meeting:

