REGULAR BOARD MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, JUNE 17, 2026 – 7:00 P.M.
HAMMOND ROOM
320 PARK AVENUE, GLENCOE, ILLINOIS 60022

APPROVED MINUTES

1) CALL TO ORDER:
   President Parfitt called the meeting to order at 6:59 p.m.

2) ROLL CALL:
   The following Trustees were present: Jim Fiffer, Bob Kimble, Linda Lin, Roger Parfitt, Michael Pope, and Nan Weiss-Ham. Present were library management team members Danny Burdett, Grace Hayek, and Andrew Kim, Executive Director. Also present were Library Foundation Vice President Kathy Doyle, Friends President Marti Wick, and library staff member Jeff D'Anastasio. And guest Joe Laudont, a Principal from Lauterbach & Amen, attended the meeting virtually. Absent: George Krafcisin.

3) ADDITIONS TO THE AGENDA:
   There were no additions to the agenda.

4) CONSENT AGENDA:
   a. Approval of the May 20, 2026, Regular Board Meeting (RBM) minutes ("REVISED" Supplement)

      Trustee Lin corrected an amount stated in 8) REPRESENTATIVE OF THE GLENCOE PUBLIC LIBRARY FOUNDATION from "$212,000" to "$443,000" (Supplement page 1).

      A MOTION was made by Trustee Fiffer, and seconded by Trustee Lin, TO APPROVE THE MAY 20, 2026, RBM MINUTES ("REVISED") AS AMENDED.

      The MOTION PASSED BY UNANIMOUS voice vote of those present.
      Ayes: Fiffer, Kimble, Lin, Parfitt, Pope, Weiss-Ham
      Nays: None
      Absent: Krafcisin

5) PUBLIC COMMENT:
   There were no public comments.

6) PRESENTATION OF THE CALENDAR YEAR (CY) 2025 ANNUAL FINANCIAL REPORT BY LAUTERBACH & AMEN:
   Principal Joe Laudont from Lauterbach & Amen presented a summary of the firm's audit of the library's CY 2025 finances. The "Independent Auditor's Report" included in the

Annual Financial Report conveyed an unmodified opinion, the highest possible conclusion (Supplement pages 1-2).

The *Management Letter* Supplement was also summarized, with a general recommendation to all clients to strengthen IT security, the status of Prior Recommendations, and Upcoming Standards from the Governmental Accounting Standards Board (GSAB).

Trustee Lin asked about financial elements the library should be aware of due to the upcoming renovation. Mr. Laudont responded that areas to monitor were identifying any necessary budget amendments, keeping track of bond expenditures, and considering the effect of the renovation on depreciable assets.

A MOTION was made by President Parfitt, and seconded by Trustee Kimble **TO ACCEPT THE CY 2025 ANNUAL FINANCIAL REPORT BY LAUTERBACH & AMEN AS PRESENTED.**

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

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

7) **REPRESENTATIVE OF THE FRIENDS OF THE LIBRARY:**
President Wick presented the Friends' library program funding donations from their May meeting. A total of $9,637 was donated. The final sale dates before the renovation are October 3—5, with the possibility of extended hours. The Friends intend to remain active during the renovation but will not be collecting donated materials.

8) **REPRESENTATIVE OF THE GLENCOE PUBLIC LIBRARY FOUNDATION:**
Vice President Kathy Doyle reported the Library Foundation's assets were a total of $2,121,163. Acknowledgment was made of an unsolicited $250,000 donation. Work was progressing on sending reminder letters to pledgers and thank you letters to donors. The Foundation intends to send an update on its efforts in a mid-July email newsletter. A new website domain has been established (gplf60022.org). The group will also participate in Glencoe's Al Fresco events this summer and continue to plan a Lemon-Aid Stand Day near the start of the school year.

9) **COMMUNICATIONS:**
There were no comments regarding Communications.

10) **COMMITTEE REPORTS:**

a. Building & Grounds:
Facilities Supervisor Juan Rodriguez detailed June's completed and upcoming maintenance activities (Board Packet [BP] pages 10-11). Director Kim added that a Request For Proposal (RFP) had been sent on Monday for potential Pre-Construction Management firms. Responses have already been received from twelve firms, and three building tours are scheduled for next week.

b. Building Renovation Committee (BRC):
   The BRC, URBAN-ReSOLVE, and Director Kim continue to investigate options for a temporary location. Erin Cabonargi, Director Kim, and attorney Derke Price of Ancel Glink met on June 10 to discuss a private residence option.

   Meanwhile, the management team is making progress in planning services, programs, and access to materials during construction. Trustee Fiffer asked for more detail on these efforts.

   The Village of Glencoe received confirmation from Standard & Poor's (S&P) reaffirming the Village's AAA bond rating for the upcoming bond issuance for the Village and library. Bond sales are scheduled for June 18.

   Trustee Pope requested more details about efforts to find temporary locations for library services. Trustee Fiffer and Director Kim expressed the view that further time is needed to consider potential locations and approaches. President Parfitt noted that the RFP asked for firms to include a phased construction alternative in their proposals.

c. Capital Campaign:
   Included in **8) REPRESENTATIVE OF THE GLENCOE PUBLIC LIBRARY FOUNDATION.**

d. Finance:
   Trustee Kimble emphasized the continued uncertainty about Property Tax Revenue and whether amounts received apply to 2025 or the current year (BP page 14). In more positive news, Library expenditures for May at 39.3% aligned closely with Year To Date (YTD) expectations (41.7%). Personnel expenditures of 40.6% were also in line with the YTD.

e. Marketing:
   There was no report.

f. Plan Commission:
   The agenda for the May 27 meeting was provided (BP page 27). Trustee Pope confirmed that the former Walgreens site in the Hubbard Woods Plaza had secured a tenant.

g. Planning:
   There was no report.

h. Policy & Bylaws:
   There was no report.

i. Sustainability Task Force (STF):
   Trustee Lin referred to the May 26 STF Agenda (BP page 28) in her update: 3C. EV Charging Station Construction – on the Village Court side of Village Hall; 3E. 2027 Green Bay Trail Construction Project – Open House June 6; and 3G. Park District Small Business Shredding Station – available to the public in the Takiff Center.

j. Technology:
   Trustee Weiss-Ham summarized the Technology Committee Report about repairs to a 3D printer and firewall filters for the July 6 public launch of the BiblioCore catalog (BP page 29).

11)REPORT OF THE EXECUTIVE DIRECTOR:
Director Kim provided the following updates since the May RBM:

Director Kim and Trustee Fiffer attended the S&P Bond Ratings call with Village staff on May 27. The bond sale is on June 18 at 10:30 a.m.

The Director thanked the Friends for approving the latest round of requests from the management team. Nearly $10,000 in new funds will support several of the library's most popular programs and purchase a new bookbinding tool for Technical Services.

Technical Services Processing Assistant Heidi McGarry has transferred to the Circulation Department to a Shelver position. Director Kim thanked Heidi for agreeing to move her talents to the Circulation team.

Children's Program Coordinator Michelle Litchman, Trustee Weiss-Ham, and the Director represented the library at this year's Parent Teacher Organization (PTO) Carnival at Central school. And the team of Head of Programs and Communications Grace Hayek, Head of Adult Services Dale Heath, Adult Librarian Haley Kedzierski, Michelle Litchman, and Trustees Fiffer and Weiss-Ham, led a successful Ice Cream Social. Patrons congratulated them on a successful referendum vote and enjoyed the balloon artist, the glitter tattoo artist, and Culver's frozen custard.

The Director thanked Children's Services and Public Operations Manager Ann Finstad for hosting William as Librarian for a Day. His family won the bid at Glencoe Junior Kindergarten's auction.

12)NEW BUSINESS:

a. Consideration to adopt Board Resolutions for Naming Rights to the Children's Department and Lobby Lounge
   Two board resolutions were presented for gift/grant agreements.
   i. The Children's Department naming rights will go to the Lefkofsky Family Foundation for $500,000 for 36 years, or the end of the useful life of said department.

ii. The Lobby Lounge naming rights will go to Patty and Bruce Becker for $150,000 for a period of no less than 36 years.
Trustee Fiffer raised procedural and substantive concerns.

The Trustees considered the points raised, and after further discussion determined that the next step in the process should be Director Kim stating in a letter to the Lefkofsky Family Foundation that the project had obtained all the Village Approvals possible at this point, and the first Milestone was achieved.

A MOTION was made by Trustee Pope, and seconded by Trustee Kimble, **TO APPROVE RESOLUTION 2026-06-17A THAT THE CHILDREN'S DEPARTMENT SHALL OFFICIALLY BE NAMED THE STEPHANIE LEE KRAMER CHILDREN'S LIBRARY AS AMENDED.**

The **MOTION PASSED BY** a roll call vote.

Ayes: Kimble, Lin, Parfitt, Pope, Weiss-Ham
Nays: None
Abstain: Fiffer
Absent: Krafcisin

A MOTION was made by Trustee Weiss-Ham, and seconded by Trustee Kimble, **TO APPROVE RESOLUTION 2026-06-17B THAT THE LOBBY LOUNGE SHALL OFFICIALLY BE NAMED THE PATTY AND BRUCE BECKER LOUNGE AS PRESENTED.**

The **MOTION PASSED BY UNANIMOUS** roll call vote of those present.

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

13)CLOSED SESSION:
There was no Closed Session.

14)ADJOURNMENT:
President Parfitt adjourned the meeting at 8:51 p.m.

Respectfully submitted by Jeff D'Anastasio