

**AGENDA - REGULAR BOARD MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, AUGUST 19, 2026 - 7:00 PM
HAMMOND 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 July 15, 2026, Regular Board Meeting minutes](#) 3
 - b. [Approval of July 29, 2026, Special Board Meeting minutes](#) 8
 - c. [Approval of the Capitalization of Assets Policy revision](#) 10
 - d. [Approval of the Social Media and Video-Conferencing Policy revision](#) 19
 - e. [Approval of the Friends Fall Book Sale dates](#) 23
- 5) PUBLIC COMMENT
- 6) [COMMUNICATIONS](#) 24
- 7) REPRESENTATIVE OF THE FRIENDS OF THE LIBRARY
- 8) REPRESENTATIVE OF THE GLENCOE PUBLIC LIBRARY FOUNDATION
- 9) COMMITTEE REPORTS - 7:30 p.m.
 - a. [Building & Grounds](#) 26
 - b. [Building Renovation](#) 28
 - c. [Finance](#) 29

d. Marketing	42
e. Plan Commission	
f. Planning	
g. Policy & Bylaws	
h. Sustainability Task Force	43
i. Technology	44
10) REPORT OF THE EXECUTIVE DIRECTOR - 8:00 p.m.	
a. Director's Report - from July 16 to August 14, 2026	45
b. Monthly Statistics - July 2026	47
11) NEW BUSINESS (ACTION)	
a. Consideration to approve the transfer of accounts to First Bank Chicago	52
b. Consideration to adopt Board Resolution for Naming Rights to the Entry and Lobby Welcome Area	57
12) CLOSED SESSION	
13) ADJOURNMENT	

**REGULAR BOARD MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, JULY 15, 2026 – 7:00 P.M.
HAMMOND ROOM
320 PARK AVENUE, GLENCOE, ILLINOIS 60022**

UNAPPROVED MINUTES

1) CALL TO ORDER:

President Parfitt called the meeting to order at 7:02 p.m.

2) ROLL CALL:

The following Trustees were present: Jim Fiffer, Bob Kimble, George Krafcisin, Roger Parfitt, Michael Pope, and Nan Weiss-Ham. Present were library management team members Danny Burdett, Ann Finstad, Grace Hayek, and Andrew Kim, Executive Director. Also present were Friends President Marti Wick, and library staff member Jeff D’Anastasio. Guests Derke Price and Erin Monforti of Ancel Glink were also present. Absent: Linda Lin.

3) ADDITIONS TO THE AGENDA:

There were no Additions to the Agenda.

4) CONSENT AGENDA:

- a. Approval of the June 17, 2026, Regular Board Meeting (RBM) minutes

Trustee Fiffer requested that the first sentence of 12) NEW BUSINESS Item a. (after ii.) be reworded to state “Trustee Fiffer raised procedural and substantive concerns” (Board Packet [BP] page 7).

A MOTION was made by Trustee Kimble, and seconded by Trustee Weiss-Ham **TO APPROVE THE JUNE 17, 2026, RBM MINUTES AS AMENDED.**

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

Ayes: Fiffer, Kimble, Krafcisin, Parfitt, Pope, Weiss-Ham

Nays: None

Absent: Lin

- b. Approval to close the library building and suspend services for Staff Development Day

Staff Development Day is scheduled for Friday, September 25, 2026. The management team proposes that the building remain closed to the public and services suspended until 1:00 p.m.

A MOTION was made by Trustee Krafcisin, and seconded by Trustee Kimble **TO APPROVE THE CLOSURE OF THE LIBRARY BUILDING AND SUSPENSION OF SERVICES FOR STAFF DEVELOPMENT DAY AS PRESENTED.**

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

Ayes: Fiffer, Kimble, Krafcisin, Parfitt, Pope, Weiss-Ham

Nays: None

Absent: Lin

5) PUBLIC COMMENT:

There were no public comments.

6) COMMUNICATIONS:

In "Complaints/Constructive Criticism," Head of Circulation Danny Burdett assured the Trustees that a copy of *Yesteryear* was obtained for the patron later that same day (BP page 10).

7) INTRODUCTION OF DERKE PRICE AND ERIN MONFORTI OF ANCEL GLINK:

The Director and the Building Renovation Committee (BRC) engaged Ancel Glink in September 2025 as special counsel for the renovation. They were impressed by the clear and sound counsel of Derke Price and his colleagues. President Parfitt authorized retaining Ancel Glink as the library's legal counsel moving forward. Derke Price and Erin Monforti introduced themselves to the Board and shared their background and experiences of working with libraries and public sector projects.

8) REPRESENTATIVE OF THE FRIENDS OF THE LIBRARY:

President Wick reported that she and other members of the Friends joined in representing the library in the Glencoe July 4 Parade. The Friends continue to process materials for their October sale.

9) REPRESENTATIVE OF THE GLENCOE PUBLIC LIBRARY FOUNDATION:

There was no report.

10) COMMITTEE REPORTS:

a. Building & Grounds:

The Memo from Facilities Supervisor Juan Rodriguez detailed July's completed and upcoming maintenance activities (BP pages 11-12).

b. BRC:

The report provided updates regarding two matters: the quest for a temporary location and progress with the Request For Proposal (RFP) for Construction Manager Services and Opinion of Probable Cost (BP pages 13-16).

A temporary location has not been identified. Significant factors include a lack of large and available commercial or retail space in Glencoe, paired with the general preference of wanting to stay in Glencoe; the prohibitive cost of the limited

spaces currently available; and the “Tenant” option is less than ideal due to restrictions and limitations.

The BRC and Owner’s Representative Erin Cabonargi of Urban-Resolve have visited sites that will be kept in mind if no greater option presents itself. A list of six potential sites is included in the Board Packet (BP pages 13-16). None of these are guaranteed, and further discussion and negotiation are required if we choose to move forward.

Head of Programs & Communications Grace Hayek and the Director met with the leadership of Glencoe Union Church on July 15 to determine if using their spaces for programming could work. The site was promising and Director Kim and Grace Hayke will present more information about the library’s potential use of space at the August 18 Glencoe Union Church Board meeting.

The library received eight responses from the RFP for Construction Manager Services. Of the eight, four were shortlisted by Erin Cabonargi, Skidmore, Owings & Merrill (SOM), the BRC, and the Director.

- c. Finance:
Trustee Kimble reported that Cook County is still unable to provide Property Tax distribution reports. In June, the library received \$95,000 in Property Taxes. He also referred the Board to a summary of Operating Expenditures for June (BP page 17).
- d. Marketing:
There was no report.
- e. Plan Commission:
The agenda for the June 24 meeting was provided on BP page 30.
- f. Planning:
There was no report.
- g. Policy & Bylaws:
There was no report.
- h. Sustainability Task Force (STF):
Trustee Krafcsin summarized the July 7 Sustainability Action Plan (SAP) meeting, where work continued refining a proposed list 35-40 action items for Village Staff to present to the Village Board for approval.
- i. Technology:
Trustee Weiss-Ham referred the Board to the Technology Committee Report (BP page 32).

11)REPORT OF THE EXECUTIVE DIRECTOR:

Director Kim shared the following updates since the June RBM:

Two staff members had June work anniversaries: Children's Shelver Alex Towers (five years) and Circulation Associate Kimberly Wargin (fifteen years).

The library welcomed summer intern Michael Baumann. He will work primarily in Technical Services, and secondarily in Administration, for six weeks.

Thank you to President Parfitt and Trustee Fiffer for working at the Sidewalk Sale, and to Trustee Krafcisin and Trustee Weiss-Ham for attending the first Glencoe Al Fresco event.

And thank you to all the Trustees, staff, and Friends for walking this year's Independence Day Parade. The Board Packet includes a photo of the group with State Representative Tracy Katz Muhl (BP page 34).

Summaries from librarians attending the American Library Association (ALA) Conference were included (BP pages 40-50). The accounts were from Head of Technical Services Hope Kramer, Children's Librarian Linda Patchett, and Adult Services Librarian Jake Rogers.

Next month's RBM includes scheduled reviews of the Gift and Fundraising Policy, Social Media and Video-Conferencing Policy, and the Capitalization of Assets Policy.

Children's Services and Public Operations Manager Ann Finstad presented highlights from the Annual Staff Survey.

12)NEW BUSINESS:

There were no New Business items.

13)CLOSED SESSION:

A MOTION was made by Trustee Kimble, and seconded by President Parfitt **TO ENTER INTO CLOSED SESSION TO DISCUSS MINUTES OF MEETINGS LAWFULLY CLOSED UNDER 5 ILCS 120/2 (C)(21) 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, Kimble, Krafcisin, Parfitt, Pope, Weiss-Ham

Nays: None

Absent: Lin

The Board left the Open Meeting at 8:11 p.m.

14)CALL TO ORDER:

President Parfitt called the open session back into order at 8:18 p.m.

15)ROLL CALL:

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

16)BUSINESS:

- a. Approval of draft minutes from January 21, 2026, closed session

The Board approved the minutes the January 21, 2026, closed session, and to make them available to the public.

Ayes: Fiffer, Kimble, Krafcisin, Lin, Parfitt, Pope, Weiss-Ham

Nays: None

17)ADJOURNMENT:

President Parfitt adjourned the meeting at 8:21 p.m.

Respectfully submitted by Jeff D'Anastasio and Trustee Nan Weiss-Ham

**SPECIAL BOARD MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, JULY 29, 2026 – 7:00 P.M.
HAMMOND ROOM
320 PARK AVENUE, GLENCOE, ILLINOIS 60022**

UNAPPROVED MINUTES

1) CALL TO ORDER:

President Parfitt called the meeting to order at 7:01 p.m.

2) ROLL CALL:

The following Trustees were present: Jim Fiffer, Bob Kimble, George Krafcisin, Linda Lin, Roger Parfitt, Michael Pope, and Nan Weiss-Ham. Present was Andrew Kim, Executive Director, and library staff member Jeff D’Anastasio. Also present was guest Erin Lavin Cabonargi of URBAN-ReSOLVE.

3) ADDITIONS TO THE AGENDA:

There were no additions to the agenda.

4) PUBLIC COMMENT:

There were no public comments.

5) NEW BUSINESS:

- a. Consideration to accept the Proposal from Bulley & Andrews for Construction Manager (CM) Services as recommended by the Building Renovation Committee (BRC)

Erin Lavin Cabonargi of URBAN-ReSOLVE, the library’s Owner’s Representative, presented an overview of how the process of selecting and interviewing firms had proceeded to this point.

Her presentation was organized around five agenda items:

1. *Public Bidding Requirements for Illinois Municipalities*

Ms. Cabonargi highlighted Illinois Municipal Code requirements for public construction projects.

2. *Delivery Methods for Construction*

The difference between Design-Bid-Build (DBB) (also known as “Lump Sum”) and Construction Manager at Risk (CMaR) was explained. The benefits of using the CMaR approach for the library renovation were detailed.

3. *Procurement Process*

The steps to reach consensus on the CM firm selected included attorney review by Ancel Glink; advertisements on the library website and in the *Chicago Tribune*; tours of the building for potential bidders; review of eight received proposals; a determination of four firms to interview; and applying quantitative and qualitative evaluation criteria to the four firms, including their proposed fees and safety records.

4. Committee Recommendation and

5. Next Steps

The BRC recommendation to select Bulley & Andrews for the “Pre-Con Agreement” contract, and the subsequent timeline for regular meetings with the key stakeholders (BRC, URBAN-ReSOLVE, Skidmore, Owings & Merrill) if approved, concluded the presentation.

A MOTION was made by Trustee Pope, and seconded by Trustee Lin, **TO APPROVE THE PROPOSAL FROM BULLEY & ANDREWS FOR CM SERVICES AS PRESENTED.**

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

6) **CLOSED SESSION:**

There was no closed session.

7) **ADJOURNMENT:**

President Parfitt adjourned the meeting at 7:43 p.m.

Respectfully submitted by Jeff D’Anastasio

Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Trustee Fiffer, Policy & Bylaws Committee
Date: August 14, 2026
Re: Approval of Revisions to the Capitalization of Assets Policy and the Social Media and Video-Conferencing Policy

Revisions to the library's Capitalization of Assets Policy and Social Media and Video-Conferencing Policy are being presented for board approval.

Capitalization of Assets Policy

The Capitalization of Assets Policy sets the minimum dollar value and useful life for tracking major capital items purchased by the library. It is meant to ensure compliance with accounting and reporting standards.

Originally adopted by the Library Board in April 2014, it was last revised in July 2023 to improve the general clarity of the Policy.

The proposed revision includes the following:

Overview

Rename section to "Compliance" since it informs the public that the library is required to meet various accounting and financial reporting standards.

Inventory

- Paragraph 1 & 2 – The Executive Director, not the Finance Committee, shall monitor the library's capital asset inventory
- Strike existing terms that are deemed unnecessary by the library's accounting service and the Policy & Bylaws Committee

Capitalizing

Revised for improved clarity.

Depreciation Schedule

Revised useful life of Building Improvements from 10-20 years to 10-25 years as recommended by the library's accounting service.

Surplus Property

Include statement citing the library's Sale or Disposal of Property Policy.

Lost or Stolen Property

Strike second sentence; ambiguous statement.

Social Media and Video-Conferencing Policy

The purpose of the Social Media and Video-Conferencing Policy is to define social media and video-conferencing in the context of library operations, and activity guidelines for patrons in those platforms.

This Policy was originally adopted by the Library Board in July 2017. It was last revised in August 2023 to improve its clarity and consistency with the use of terms.

The proposed revision includes the following:

Policy

- Paragraph 9 – Revised to improve the statement’s clarity
- Last paragraph – Revise to single statement



GLENCOE PUBLIC LIBRARY

~~REDLINED~~

CAPITALIZATION OF ASSETS POLICY

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Purpose

The purpose of this Capitalization of Assets policy is to provide control of and accountability for capital assets ~~of the Glencoe Public Library ("Library")~~, to gather and maintain information for the preparation of financial statements, to safeguard assets, and to ensure compliance with governmental financial reporting.

~~Overview~~ Compliance

~~This policy addresses the Library's investment in property, which is a significant resource. This policy is meant to ensure compliance with various accounting and financial reporting standards. The Library must comply with various accounting and financial reporting standards,~~ including Generally Accepted Accounting Principles (GAAP), and Governmental Accounting, Auditing, and Financial Reporting (GAAFR), and the Governmental Accounting Standards Board (GASB) Statement No. 34.

GASB Statement No. 34 states that governments should provide additional disclosures in their summary of significant accounting policies including the policy for capitalizing assets and for estimating the useful lives of those assets which is used to calculate the depreciation expense. The Statement also requires disclosure of major classes of assets, beginning and end-of-year balances, capital acquisitions, sales/dispositions, and current-period depreciation expenses.

Inventory

Responsibility for control of capital assets ~~will rest~~ rests with the Executive Director. ~~The Library Board's Finance Committee who~~ shall ensure that such control is maintained by establishing an inclusive capital asset inventory schedule. Asset purchases, which fall below the capitalization threshold, will not be included in the capital asset inventory.

~~Each Department will be responsible for control of capital assets for their department. The Department Head shall ensure that such control is maintained by establishing a capital asset inventory schedule.~~ The inventory schedule will include the following for each asset:

- Asset Description ~~— A description of the asset (serial #, model#)~~
- Asset Classification (Land and Land Improvements, Building and Building Improvements, ~~Vehicles, Machinery and Equipment, and Infrastructure Assets~~)
- ~~Department name and physical location of asset~~
- Date asset was purchased/acquired and or disposed of
- Cost of Asset
- Method of acquisition (purchased or donated)
- Estimated useful life

This ~~list schedule~~ will be maintained, updated, and reviewed by the ~~Department Head~~Executive Director and given to the Finance Committee on an annual basis.

Valuing Capital Assets

A capital asset will be valued at cost or historical cost, plus those costs necessary to place the asset in its location (i.e. freight, installation charges.) In the absence of historical cost information, a realistic estimate will be used. Donated assets will be recorded at the estimated current fair market value.

Capitalizing

When to Capitalize Assets:

Assets are capitalized at the time of acquisition. To be considered a capital asset for financial reporting purposes, an item must be tangible, have value at or above the \$5,000-~~00~~ threshold and have a useful life of at least one year. (see Depreciation Schedule – page 3)

Assets not Capitalized:

~~Capital assets~~Assets below the \$5,000 capitalization threshold ~~(see schedule page 3)~~ on a unit basis but warranting “control” will be inventoried at the department level and an appropriate list will be maintained by the Executive Director.

Capitalized value includes purchase price plus ancillary costs such as legal fees and filing fees. Capital Assets include the following major classes of assets:

~~Capital assets should be capitalized if they meet the following criteria:~~

- ~~• Tangible~~
- ~~• Useful life of more than one year (benefit more than a single fiscal period)~~
- ~~• Cost exceeds designated threshold (see schedule page 3)~~

~~Capital Assets include the following major classes of assets:~~

Land and Land Improvements – ~~Capitalized value will include purchase price plus costs such as legal fees and filing fees; improvements~~Improvements such as parking lots, fences, pedestrian bridges, landscaping.

Building and Building Improvements – Improvements include structures and all other ~~property assets~~ permanently attached to, or an integral part of ~~the a~~ structure such as. ~~These costs include~~ roofing, electrical/plumbing, carpet replacement, and HVAC.

~~Machinery-Furniture~~ and Equipment – Assets ~~included in this category are~~such as heavy equipment, traffic equipment, generators, office equipment, phone system, and kitchen equipment.

Infrastructure Assets – Infrastructure Assets are long-lived capital assets that are stationary in nature and normally can be preserved for significantly more years than most capital assets.

Depreciation

Depreciation is computed on a straight-line method with depreciation computed on a monthly basis from the month of acquisition. Additions and improvements will only be capitalized if the cost either enhances the asset's functionality or extends the asset's useful life.

Projects in process will be added to the asset base as the projected expenses are incurred. However, the project will first need to meet its individual threshold.

Depreciation Schedule

	Useful Life	Capitalization Threshold	Inventory Threshold
Land	N/A	\$5,000. 00	\$5,000. 00
Building	40	\$5,000. 00	\$5,000. 00
Building Improvements	10- 2025	\$5,000. 00	\$5,000. 00
Equipment	5-10	\$5,000. 00	\$5,000. 00
Furniture	5-10	\$5,000. 00	\$5,000. 00

Removal of Capital Assets from Inventory

Capital assets will be removed from inventory once they are obsolete or claimed as surplus property. Any removed items must be reported by the Executive Director to the Finance Committee.

Donations or Transfers

Additions and deletions from donated or transferred assets will be added to the inventory list.

Surplus Property

All capital assets classified as surplus will be reported to the Finance Committee by the Executive Director. The Library will have an auction or sealed bid process as needed to sell the surplus property. Disposal of property shall be in accordance with the Sale or Disposal of Property Policy.

Lost or Stolen Property

When suspected or known losses of inventoried assets occur, the Executive Director will conduct a search for the missing property. ~~The search should include transfer of any capital assets classified as surplus property.~~ If the missing property is not found, the Executive Director will report the loss to the Finance Committee.

Adopted	April 21, 2014
Reviewed	
Revised	October 21, 2015; May 15, 2018; July 15, 2020; July 19, 2023



GLENCOE PUBLIC LIBRARY

CAPITALIZATION OF ASSETS POLICY

Purpose

The purpose of this Capitalization of Assets Policy is to provide control of and accountability for capital assets of the Glencoe Public Library ("Library"), to gather and maintain information for the preparation of financial statements, to safeguard assets, and to ensure compliance with governmental financial reporting.

Compliance

The Library must comply with various accounting and financial reporting standards, including Generally Accepted Accounting Principles (GAAP), Governmental Accounting, Auditing, and Financial Reporting (GAAFR), and the Governmental Accounting Standards Board (GASB) Statement No. 34.

GASB Statement No. 34 states that governments should provide additional disclosures in their summary of significant accounting policies including the policy for capitalizing assets and for estimating the useful lives of those assets which is used to calculate the depreciation expense. The Statement also requires disclosure of major classes of assets, beginning and end-of-year balances, capital acquisitions, sales/dispositions, and current-period depreciation expenses.

Inventory

Responsibility for control of capital assets rests with the Executive Director who shall ensure that such control is maintained by establishing an inclusive capital asset inventory schedule. Asset purchases which fall below the capitalization threshold will not be included in the capital asset inventory.

The inventory schedule will include the following for each asset:

- Asset Description
- Asset Classification (Land and Land Improvements, Building and Building Improvements, Machinery and Equipment)
- Date asset was purchased/acquired and or disposed of
- Cost of Asset
- Method of acquisition (purchased or donated)
- Estimated useful life

This schedule will be maintained, updated, and reviewed by the Executive Director and provided to the Finance Committee on an annual basis.

Valuing Capital Assets

A capital asset will be valued at cost or historical cost, plus those costs necessary to place the asset in its location (i.e. freight, installation charges). In the absence of historical cost information, a realistic estimate will be used. Donated assets will be recorded at the estimated current fair market value.

Capitalizing

When to Capitalize Assets:

Assets are capitalized at the time of acquisition. To be considered a capital asset for financial reporting purposes, an item must be tangible, have value at or above \$5,000, and have a useful life of at least one year. (see Depreciation Schedule – page 3)

Assets not Capitalized:

Assets below the \$5,000 capitalization threshold on a unit basis but warranting “control” will be inventoried at the department level and an appropriate list will be maintained by the Executive Director.

Capitalized value includes purchase price plus ancillary costs such as legal fees and filing fees. Capital Assets include the following major classes of assets:

Land and Land Improvements – Improvements such as parking lots, fences, pedestrian bridges, landscaping.

Building and Building Improvements – Improvements include structures and all other assets permanently attached to, or an integral part of a structure such as roofing, electrical/plumbing, carpet replacement, and HVAC.

Furniture and Equipment – Assets such as heavy equipment, traffic equipment, generators, office equipment, phone system, and kitchen equipment.

Depreciation

Depreciation is computed on a straight-line method with depreciation computed on a monthly basis from the month of acquisition. Additions and improvements will only be capitalized if the cost either enhances the asset’s functionality or extends the asset’s useful life.

Projects in process will be added to the asset base as the projected expenses are incurred. However, the project will first need to meet the \$5,000 threshold.

Depreciation Schedule

	Useful Life	Capitalization Threshold	Inventory Threshold
Land	N/A	\$5,000.00	\$5,000.00
Building	40	\$5,000.00	\$5,000.00
Building Improvements	10-25	\$5,000.00	\$5,000.00
Equipment	5-10	\$5,000.00	\$5,000.00
Furniture	5-10	\$5,000.00	\$5,000.00

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Adopted	April 21, 2014
Reviewed	
Revised	October 21, 2015; May 15, 2018; July 15, 2020; July 19, 2023



GLENCOE PUBLIC LIBRARY

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SOCIAL MEDIA AND VIDEO-CONFERENCING POLICY

General

Social media is defined as websites and applications that enable users to create and share content or to participate in social networking online. Social media includes but is not limited to social networking sites such as Facebook, Instagram, X (formerly known as Twitter) or other blogs, image or video sharing sites, and other social media platforms.

Video-conferencing is defined as platforms and applications that allow attendees to partake or participate in library programs or meetings online or via cellphone.

For purposes of this policy, all activity on social media or video-conferencing shall be referred to as “posting.”

Policy

The Glencoe Public Library (Library) uses social media and video-conferencing to increase awareness of and accessibility to its programs, resources, and services.

The Library does not endorse the opinions expressed in posts on its social media accounts or in its video conferences and meetings.

Posts are moderated by the library staff. The Library has sole discretion to remove or edit posts that violate the Social Media and Video-Conferencing Policy.

Posts containing the following are in violation of this policy:

- Obscene language or material that violates any applicable local, state, or federal laws
- Child pornography
- Statements of a threatening nature
- Libelous or slanderous comments
- Abusive, harassing, or violent language
- Duplicated posts
- Copyrighted, trademarked, or plagiarized material
- Advertisement or sale of merchandise or services, solicitations for charitable donations, commercial material, or spam
- Posts or hyperlinks to material that is not connected with the Library’s posting topic
- Private and/or confidential information about others
- Any other content that is not expressly described above but deemed in violation of this policy’s purpose by the Library

The Library may suspend, block, or bar persons from posting on its social media platforms, or from participating in its video conferences or meetings, if they fail to comply with this policy.

The Library may retain and/or reproduce public posts submitted to its social media sites or made during a video conference.

The Library does not endorse, monitor, or review the content of personal social media activity of its employees.

The Library has no affiliation with any advertisements or other material posted by third party sites or software.

~~The~~ Except as required by law, the Library will not share personal information stored on social media sites or video-conferencing sites or platforms outside of the Library except, a) as required by law or regulation; to investigate to further investigations of violations of this policy; b) to prevent, detect or address fraud, security or other technical issues; c) or to protect against harm to the rights, property or safety of the Library, its users or the general public; and in these circumstances only to the extent, as required or permitted by law.

The Library may record and replay or rebroadcast some video-conferencing programs; the Library will state at the beginning of the program if a recording is being made.

Children under eight years of age attending any video conference or video meeting, or accessing or participating in any library social media, must be supervised/accompanied at all times by a parent, guardian, or caregiver.

~~By choosing to post, partake or participate, or to allow their children to partake or participate in library social media or video conferencing, the user agrees to this Social Media and Video Conferencing Policy and to release, waive, indemnify and hold harmless the Glencoe Public Library, its employees and Trustees from and against all claims, liabilities, direct or indirect damages and attorneys' fees related to the user's activity~~ The Library disclaims responsibility for any user activity in violation of this Policy.

Adopted	July 19, 2017
Reviewed	
Revised	August 19, 2020; August 16, 2023



GLENCOE PUBLIC LIBRARY

SOCIAL MEDIA AND VIDEO-CONFERENCING POLICY

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The Library does not endorse, monitor, or review the content of personal social media activity of its employees.

The Library has no affiliation with any advertisements or other material posted by third party sites or software.

Except as required by law, the Library will not share personal information stored on social media sites or video-conferencing sites or platforms outside of the Library except, a) to further investigations of violations of this Policy; b) to prevent, detect or address fraud, security or other technical issues; c) to protect against harm to the rights, property or safety of the Library, its users or the general public; and in these circumstances only to the extent permitted by law.

The Library may record and replay or rebroadcast some video-conferencing programs. The Library will state at the beginning of the program if a recording is being made.

Children under eight years of age attending any video conference or video meeting, or accessing or participating in any library social media, must be supervised/accompanied at all times by a parent, guardian, or caregiver.

The Library disclaims responsibility for any user activity in violation of this Policy.

Adopted	July 19, 2017
Reviewed	
Revised	August 19, 2020; August 16, 2023

Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: The Friends of the Glencoe Public Library
Date: August 14, 2026
Re: Approval of the Friends Fall Book Sale dates

The Friends of the Glencoe Public Library requests board approval to hold their Fall Book Sale from Friday, October 2 to Monday, October 5, 2026.

Approval of the sale dates will require the library building to remain open until 7:00 p.m. (30 minutes more than usual for the preview sale) on Friday, October 2 and to open at 11:00 a.m. on Sunday, October 4 (one hour more than usual for the half-price sale).

The Friends plan to offer more sale hours since this will be their last book sale before construction begins. New sale hours are highlighted below in yellow.

Patron services will not be available during these additional hours. All other sale 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, October 2	4:00 – 7:00 p.m.	9:00 a.m. – 6:00 p.m.
Saturday, October 3	9:00 a.m. – 5:00 p.m.	9:00 a.m. – 5:00 p.m.
Sunday, October 4	11:00 a.m. – 5:00 p.m.	1:00 – 5:00 p.m.
Monday, October 5	9:00 a.m. – 5:00 p.m.	9:00 a.m. – 9:00 p.m.

July 2026: Comments Logged in Gimlet

Compliments

Children's	7/16/2026	This was a fun scavenger hunt- creative
Children's	7/18/2026	Our kids love your summer reading program
Reader's Advisory	7/18/2026	"I've been coming to this library for 20 years even though I don't live in Glencoe, I love this place!"
Reference	7/23/2026	I like the books you put up there! [pointing to the new nonfiction shelves on both sides of the entrance]
Reference	7/27/2026	Patron called to thank Rachel for her excellent service dealing with a tech problem last week
Reference	7/31/2026	"I love the library, you guys are the best third space!"

Complaints/Constructive Criticism

Reference	7/9/2026	walkthrough on setting up bibliocore account for a patron who worried about taken username and possibility of losing lists Patron upset that her name was already taken (perhaps by herself). Logged in via the old catalog, after some explaining of how to get there (they bar was not visible, perhaps because it was closed out. I tried to replicate the issue and it seems the info bar does disappear when x'ed out, even when tabs are closed and reopened, at least on a mobile browser).
Reference	7/16/2026	Questions about art in the library, particularly the glass sculpture in the Forte Room. Patron complained that there is no identifying plate as to the name of the sculpture and its artist. But she loved the piece.
Reference	7/28/2026	"I need somewhere quiet! Someone is tutoring in there [Forte Room], which I guess they're allowed to do! I don't want to go a carrel in the basement! It's chatty over there [Johnson Room] and there [YA Room]! I'm just going home!" Explained that yes, it is unfortunate but in the after school hours there is not a dedicated quiet area in the library. The demand for talking areas is simply greater than the demand for silent areas during that time. Patron understood and accepted.

Program Feedback

Program	7/28/2026	Thanks so much for arranging the (adult) painting class. I really enjoyed it. I've been thinking about starting and this was a great catalyst.
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Renovation Feedback

Reference	7/14/2026	"The thing I like about this library is that is homey and charming and not like those horrible impersonal libraries
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Reader's Advisory	7/18/2026	Can I see the renderings you had up in the library a few months ago?
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Social Media Comments

Virtual	7/6/2026	I used to work in the children's section of your library about 45 years ago. I loved stamping the cards and reading to the little kids during circle time. So happy that the library remains so special ♥
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Virtual	7/6/2026	Don't think I'd get rock [sic] rolled by the most beautiful library in Chicago today, but here we are
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Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Trustee Parfitt and Trustee Kraficisin, Building & Grounds Committee; Juan Rodriguez, Facilities Supervisor
Date: August 14, 2026
Re: Building & Grounds Committee report

Overview

As we transition from the peak of summer into the upcoming fall season, the Facilities Team continues to focus on preventative maintenance, building preservation, and preparing the library for seasonal changes. Routine maintenance and facility improvement projects will remain the priorities to ensure a safe, clean, and welcoming environment for staff and patrons.

Scheduled Maintenance and Vendor Services

August 11 – Monthly Pest Control Inspection

Aerex Pest Control will be onsite to perform the library's monthly pest inspection and preventative treatment service to help maintain a pest-free environment throughout the facility.

August 28 – Elevator Preventative Maintenance

American Hoist will perform the monthly preventative maintenance inspection and service on the library's elevator to ensure continued safe and reliable operation.

August 29 – Staff Refrigerator Cleaning

Facilities Associate Jeff Rausa will complete the monthly cleaning of the staff refrigerator. A courtesy reminder will be sent to all staff a week prior to the scheduled cleaning.

Annual Chimney Inspection Scheduling

The Facilities Team will coordinate with Lindemann to schedule the library's annual chimney inspections before the fall season.

Building Maintenance Projects

- Touch-up painting throughout the library
- Re-glazing selected windowpanes to improve weather resistance
- Trimming shrubs and landscaping
- Continued routine cleaning of air vents and HVAC supply vents

Ongoing Facilities Operations

- Responding to maintenance requests and work orders
- Assisting with program and meeting room setups
- Performing routine building inspections
- Completing preventative maintenance tasks
- Maintaining a safe, clean, and welcoming environment

The Facilities Team remains committed to preserving the library's facilities through proactive maintenance, seasonal preparation, and continuous improvements.

Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Trustee Krafcisin and Trustee Fiffer, Building Renovation Committee
Date: August 14, 2026
Re: Building Renovation Committee report

Construction Manager Services

At the July 29, 2026, Special Board Meeting, the Board unanimously accepted the proposal from Bulley and Andrews (B&A) for Construction Manager Services.

The proposal was signed by both parties on August 11.

Schematic and Design Services

As of August 11 as well, the proposal for Schematic and Design Services from Skidmore, Owings and Merrill (SOM) was signed by both parties.

Temporary Location

Erin Cabonargi, staff from SOM, the B&A Team, and Director Kim toured the upper lobby of Misner Auditorium on August 7. As shared in last month's report, Director Kim and Ann Finstad consider the upper lobby to be a viable space for storage.

The project team concurs but believes its use can be maximized. One idea is to use the upper lobby for collection storage. If the library current shelves could be set up in the upper lobby, materials could be placed there as an offsite location and would remain accessible to patrons via a hold-to-delivery system like interlibrary loan. Another option is to use the upper lobby as staff workspace. B&A is in communication with the School District's architect to retrieve information regarding the building to determine how much weight the upper lobby floor can support.

Additionally, Ms. Cabonargi is hoping for the Village Manager to connect her with his counterpart from Northbrook. The former Grainger facility on Shermer Road was purchased by the Village of Northbrook and has yet to find a redevelopment plan. Ms. Cabonargi believes that the facility could be a cost-effective solution for storage and staff workspace.

Grace Hayek and Director Kim shared a presentation with the Glencoe Union Church Board on August 18. The presentation summarized the master space plan and formally requested use of spaces in the church building and grounds for programming during construction.

Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Trustee Kimble and Trustee Parfitt, Finance Committee
Date: August 14, 2026
Re: Finance Committee report

The following is a summary of the financial statements for July 2026.

Combined Balance Sheet

The library used \$343,000 of its funds in July. Comparing June to July, Total Assets decreased by that amount.

Operating Revenues

The library received \$22,800 in Property Taxes in July. Though there is incremental progress at the County level, distribution reports are still unavailable.

Smaller revenue accounts such as Copier, Fines and Fees, and Miscellaneous Income continue to outperform year-to-date.

Overall, Total Revenues is 90% year-to-date, though fiscal allocations will be finalized once Cook County resumes providing distribution reports for the current and previous tax years.

Operating Expenditures

Overall, Library Services expenditures are 5% below year-to-date. Personnel expenditures are 3.3% below year-to-date. Facilities expenditures are well below year-to-date at 38.6%. Overhead and Other expenditures remain in line with anticipated spending.

Restricted Fund

There is no report.

GLENCOE PUBLIC LIBRARY
FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION
JULY 31, 2026

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 JUL 31, 2026	AS OF JUN 30, 2026 (PP)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
Cash			
1-000-10101 Cash-General	21,842.27	20,681.08	1,161.19
1-000-10102 Cash-Operating	652.50	975.00	-322.50
1-000-10118 CC Deposits-NS Bank	19,176.31	19,444.37	-268.06
1-000-10120 Petty Cash	75.00	75.00	0.00
1-000-10202 Cash-Maxsafe	2,297,979.54	2,641,080.33	-343,100.79
2-000-10202 Cash-Maxsafe (Restricted Gifts Fund)	38,788.99	41,732.72	-2,943.73
3-000-10202 Cash-Maxsafe (Pension Fund)	74,857.73	74,857.73	0.00
4-000-10301 Cash-Maxsafe (Special Reserve)	626,044.75	624,055.17	1,989.58
Total Cash	3,079,417.09	3,422,901.40	-343,484.31
Total Bank Accounts	\$3,079,417.09	\$3,422,901.40	\$ -343,484.31
Other Current Assets			
1-000-11010 Petty Cash Clearing	308.50	6.00	302.50
Total Other Current Assets	\$308.50	\$6.00	\$302.50
Total Current Assets	\$3,079,725.59	\$3,422,907.40	\$ -343,181.81
TOTAL ASSETS	\$3,079,725.59	\$3,422,907.40	\$ -343,181.81
LIABILITIES AND EQUITY			
Liabilities			
Total Liabilities			\$0.00
Equity			
Beginning of Year Fund Balances			
-4-000-28105 Special Reserve Fund Balance	364,986.06	364,986.06	0.00
1-000-28105 General Fund Balance	1,295,352.44	1,295,352.44	0.00
2-000-28105 Restricted Gift Fund Balance	43,777.43	43,777.43	0.00
3-000-28105 Pension Fund Balance	74,857.73	74,857.73	0.00
Total Beginning of Year Fund Balances	1,778,973.66	1,778,973.66	0.00
Retained Earnings	0.00	0.00	0.00
Net Revenue	1,300,751.93	1,643,933.74	-343,181.81
Total Equity	\$3,079,725.59	\$3,422,907.40	\$ -343,181.81
TOTAL LIABILITIES AND EQUITY	\$3,079,725.59	\$3,422,907.40	\$ -343,181.81

Glencoe Public Library

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

	TOTAL	
	JUL 2026	JAN - JUL, 2026 (YTD)
Revenue		
1-911-30150 Property Taxes-Prior Years		1,481,191.84
1-911-30151 Property Taxes-Current Year	22,798.18	1,572,245.19
1-911-30705 Personal Property Replacement Tax		12,234.67
1-911-31955 Copier Fees	74.70	310.70
1-911-34405 Fines & Fees	180.79	1,328.33
1-911-37110 Money Market Interest	8,164.18	54,127.19
1-911-38300 Foundation Reimbursements		7,465.80
1-911-38305 Miscellaneous Income	489.51	2,376.96
1-911-38550 Unrestricted Gifts		5,000.00
2-908-38551 Restricted Gifts-From Friends		20,917.00
2-908-38556 Restricted Gifts-Children's Program Sponsorship		1,650.00
3-950-30150 Property Taxes-Prior Years (Pension Fund)		56,216.18
3-950-30151 Property Taxes-Current Year (Pension Fund)	17,493.68	78,393.25
4-950-37110 Money Market Interest - Special Reserve	1,996.93	11,110.14
Total Revenue	\$51,197.97	\$3,304,567.25
GROSS PROFIT	\$51,197.97	\$3,304,567.25
Expenditures		
900 Young Adult		
1-900-60149 Program Supplies & Other		255.43
1-900-60151 Books	304.59	944.71
Total 900 Young Adult	304.59	1,200.14
902 Adult Services		
1-902-50705 Membership Dues		580.00
1-902-50850 Meeting Fees		1,080.00
1-902-50851 Travel	55.75	460.32
1-902-60120 Supplies	27.79	905.12
1-902-60151 Books	7,379.57	40,309.59
1-902-60152 Audio Books	152.75	1,352.18
1-902-60153 Periodicals	159.00	15,123.85
1-902-60155 Automated Resources	11,247.80	42,847.01
1-902-60156 Audio	107.48	577.91
1-902-60157 Video	910.70	5,872.33
1-902-60158 Downloadable Content	8,267.00	74,007.71
1-902-60159 Library of Things		892.48
1-902-60160 Video Games	49.99	1,831.65
Total 902 Adult Services	28,357.83	185,840.15

	TOTAL	
	JUL 2026	JAN - JUL, 2026 (YTD)
903 Children's Services		
1-903-50705 Membership Dues		180.00
1-903-50850 Meeting Fees		610.00
1-903-50851 Travel	738.35	1,878.50
1-903-51650 Program		978.00
1-903-60120 Supplies	45.51	809.58
1-903-60149 Program Supplies & Other	161.80	1,404.86
1-903-60151 Books	2,730.30	12,118.36
1-903-60152 Audio Books	157.38	1,616.93
1-903-60153 Periodicals		808.67
1-903-60157 Video		121.98
1-903-60158 Downloadable Content	635.33	4,948.77
1-903-60159 Library of Things		557.15
Total 903 Children's Services	4,468.67	26,032.80
904 Technical Services		
1-904-50705 Membership Dues		570.59
1-904-50751 O.C.L.C.	396.13	4,033.92
1-904-50850 Meeting Fees	330.00	1,229.00
1-904-50851 Travel	79.59	79.59
1-904-60120 Supplies	608.15	4,874.80
Total 904 Technical Services	1,413.87	10,787.90
905 Administration		
1-905-40105 Salaries	126,897.44	961,189.15
1-905-40132 Medical Insurance	16,248.98	117,217.95
1-905-40705 Unemployment Insurance	172.32	3,594.81
1-905-50205 Photocopier Service	524.60	3,341.50
1-905-50315 Postage	206.31	1,825.80
1-905-50325 Phone Service	1,094.50	7,663.38
1-905-50410 Contractual Services	140,994.53	235,392.41
1-905-50590 Auditing Services	1,800.00	1,800.00
1-905-50595 Bookkeeping Services	2,405.46	18,082.19
1-905-50630 Legal Counsel-Other	1,005.00	4,256.50
1-905-50705 Membership Dues		2,869.00
1-905-50805 Training		2,252.79
1-905-50850 Meeting Fees		160.99
1-905-50851 Travel	358.68	1,955.30
1-905-51106 Trustee Expenses		27.79
1-905-51110 Recruitment	24.00	691.22
1-905-51505 Property & Casualty Insurance		36,086.00
1-905-51651 CCS, Operating Expenses	15,839.00	42,761.23
1-905-51652 Library Svc & Resource Development		100.00
1-905-60120 Supplies	145.71	2,721.70
1-905-60163 Professional Collection Supplies		179.00
1-905-68300 Foundation Expenses	1,560.00	3,678.00
1-905-70105 Debt Service	4,500.56	31,503.92
4-905-50595 Bookkeeping Services (SR)	7.35	51.45
Total 905 Administration	313,784.44	1,479,402.08

	TOTAL	
	JUL 2026	JAN - JUL, 2026 (YTD)
906 Facilities		
1-906-50105 Building Maintenance	3,296.06	32,523.90
1-906-50110 Equipment Repair	139.97	1,081.00
1-906-50150 Grounds Maintenance	3,635.19	7,918.63
1-906-50190 Plumbing Repair & Maintenance		1,100.00
1-906-50191 Alarm Repair & Maintenance		768.00
1-906-50192 Water/Rubbish Repair & Maintenance	647.45	5,183.70
1-906-50193 Elevator Repair & Maintenance	534.00	1,909.00
1-906-50194 Other Maintenance		21.63
1-906-50420 HVAC Maintenance	975.00	975.00
1-906-60120 Supplies	1,160.20	6,481.25
Total 906 Facilities	10,387.87	57,962.11
907 IMRF		
3-907-40460 Social Security	7,718.21	58,795.26
3-907-40465 Medicare	1,805.07	13,750.51
3-907-40505 Illinois Municipal Retirement Fund	7,970.40	62,063.66
Total 907 IMRF	17,493.68	134,609.43
908 Restricted		
2-908-90350 Restricted Gift Expense-Friends	2,658.14	23,862.00
2-908-90351 Restricted Gift Expense-Takiff Fund	64.18	2,608.77
2-908-90356 Restricted Gift Expense-Children's Program Sponsorship	221.41	1,084.67
Total 908 Restricted	2,943.73	27,555.44
909 Circulation Services		
1-909-60120 Supplies	113.72	433.39
Total 909 Circulation Services	113.72	433.39
910 Digital Services		
1-910-50215 Computer Hardware/Software	11,708.26	48,456.35
1-910-50321 Website Design/Hosting		2,150.00
1-910-50325 Internet Access		4,995.61
1-910-50332 Digital 3D Printing	106.59	444.23
1-910-50750 Digital-Device Subscriptions	192.96	1,219.62
1-910-60305 Computer Supplies		4,117.76
Total 910 Digital Services	12,007.81	61,383.57
916 Programs & Communication		
1-916-50330 Communications	540.00	7,652.90
1-916-50705 Membership Fees		220.00
1-916-50851 Travel		1,451.63
1-916-51650 Program	1,782.50	7,403.15
1-916-60120 Supplies	409.58	582.44
1-916-60149 Program Supplies & Other	371.49	1,298.19
Total 916 Programs & Communication	3,103.57	18,608.31
Total Expenditures	\$394,379.78	\$2,003,815.32
NET OPERATING REVENUE	\$ -343,181.81	\$1,300,751.93
Other Revenue		
4-980-9900 Interfund Transfer In		250,000.00
Total Other Revenue	\$0.00	\$250,000.00

	TOTAL	
	JUL 2026	JAN - JUL, 2026 (YTD)
Other Expenditures		
1-980-9900 Interfund Transfers Out		250,000.00
Total Other Expenditures	\$0.00	\$250,000.00
NET OTHER REVENUE	\$0.00	\$0.00
NET REVENUE	\$ -343,181.81	\$1,300,751.93

Glencoe Public Library

Supplementary Information - Combined Statements of Revenues and Expenses Compared to Budget - Modified Cash Basis - All Funds - Exhibit C - See Accountant's Compilation Report

January - July, 2026

		TOTAL			
	ACTUAL	BUDGET	OVER BUDGET		% OF BUDGET
Revenue					
1-911-30150 Property Taxes-Prior Years	1,481,191.84		1,481,191.84		
1-911-30151 Property Taxes-Current Year	1,572,245.19	3,302,926.00	-1,730,680.81		47.60 %
1-911-30705 Personal Property Replacement Tax	12,234.67	26,000.00	-13,765.33		47.06 %
1-911-31955 Copier Fees	310.70	400.00	-89.30		77.68 %
1-911-34405 Fines & Fees	1,328.33	2,000.00	-671.67		66.42 %
1-911-37105 Interest On Investments		115,000.00	-115,000.00		
1-911-37110 Money Market Interest	54,127.19		54,127.19		
1-911-38215 Miscellaneous Grants		3,500.00	-3,500.00		
1-911-38220 Per Capita Grant		13,140.00	-13,140.00		
1-911-38300 Foundation Reimbursements	7,465.80		7,465.80		
1-911-38305 Miscellaneous Income	2,376.96		2,376.96		
1-911-38550 Unrestricted Gifts	5,000.00	12,500.00	-7,500.00		40.00 %
2-908-38551 Restricted Gifts-From Friends	20,917.00		20,917.00		
2-908-38556 Restricted Gifts-Children's Program Sponsorship	1,650.00		1,650.00		
3-950-30150 Property Taxes-Prior Years (Pension Fund)	56,216.18		56,216.18		
3-950-30151 Property Taxes-Current Year (Pension Fund)	78,393.25		78,393.25		
4-950-37110 Money Market Interest - Special Reserve	11,110.14		11,110.14		
Total Revenue	\$3,304,567.25	\$3,475,466.00	\$ -170,898.75		95.08 %
GROSS PROFIT	\$3,304,567.25	\$3,475,466.00	\$ -170,898.75		95.08 %
Expenditures					
900 Young Adult					
1-900-60149 Program Supplies & Other	255.43	500.00	-244.57		51.09 %
1-900-60151 Books	944.71	3,600.00	-2,655.29		26.24 %
Total 900 Young Adult	1,200.14	4,100.00	-2,899.86		29.27 %
902 Adult Services					
1-902-50705 Membership Dues	580.00	750.00	-170.00		77.33 %
1-902-50850 Meeting Fees	1,080.00	1,000.00	80.00		108.00 %
1-902-50851 Travel	460.32	2,000.00	-1,539.68		23.02 %
1-902-60120 Supplies	905.12	1,000.00	-94.88		90.51 %
1-902-60151 Books	40,309.59	81,000.00	-40,690.41		49.76 %
1-902-60152 Audio Books	1,352.18	6,750.00	-5,397.82		20.03 %
1-902-60153 Periodicals	15,123.85	16,500.00	-1,376.15		91.66 %
1-902-60155 Automated Resources	42,847.01	63,000.00	-20,152.99		68.01 %
1-902-60156 Audio	577.91	750.00	-172.09		77.05 %
1-902-60157 Video	5,872.33	7,500.00	-1,627.67		78.30 %
1-902-60158 Downloadable Content	74,007.71	119,000.00	-44,992.29		62.19 %
1-902-60159 Library of Things	892.48	3,500.00	-2,607.52		25.50 %
1-902-60160 Video Games	1,831.65	4,000.00	-2,168.35		45.79 %
Total 902 Adult Services	185,840.15	306,750.00	-120,909.85		60.58 %
903 Children's Services					
1-903-50705 Membership Dues	180.00	1,260.00	-1,080.00		14.29 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-903-50850 Meeting Fees	610.00	1,390.00	-780.00	43.88 %
1-903-50851 Travel	1,878.50	2,771.00	-892.50	67.79 %
1-903-51650 Program	978.00	2,400.00	-1,422.00	40.75 %
1-903-60120 Supplies	809.58	1,500.00	-690.42	53.97 %
1-903-60149 Program Supplies & Other	1,404.86	3,500.00	-2,095.14	40.14 %
1-903-60151 Books	12,118.36	27,000.00	-14,881.64	44.88 %
1-903-60152 Audio Books	1,616.93	5,540.00	-3,923.07	29.19 %
1-903-60153 Periodicals	808.67	950.00	-141.33	85.12 %
1-903-60155 Automated Resources	0.00	2,000.00	-2,000.00	0.00 %
1-903-60157 Video	121.98	250.00	-128.02	48.79 %
1-903-60158 Downloadable Content	4,948.77	10,500.00	-5,551.23	47.13 %
1-903-60159 Library of Things	557.15	800.00	-242.85	69.64 %
Total 903 Children's Services	26,032.80	59,861.00	-33,828.20	43.49 %
904 Technical Services				
1-904-50705 Membership Dues	570.59	1,000.00	-429.41	57.06 %
1-904-50751 O.C.L.C.	4,033.92	9,500.00	-5,466.08	42.46 %
1-904-50850 Meeting Fees	1,229.00	1,000.00	229.00	122.90 %
1-904-50851 Travel	79.59	2,236.00	-2,156.41	3.56 %
1-904-60120 Supplies	4,874.80	7,000.00	-2,125.20	69.64 %
Total 904 Technical Services	10,787.90	20,736.00	-9,948.10	52.02 %
905 Administration				
1-905-40105 Salaries	961,189.15	1,729,000.00	-767,810.85	55.59 %
1-905-40132 Medical Insurance	117,217.95	230,000.00	-112,782.05	50.96 %
1-905-40705 Unemployment Insurance	3,594.81	9,600.00	-6,005.19	37.45 %
1-905-50205 Photocopier Service	3,341.50	12,700.00	-9,358.50	26.31 %
1-905-50315 Postage	1,825.80	3,300.00	-1,474.20	55.33 %
1-905-50325 Phone Service	7,663.38	13,200.00	-5,536.62	58.06 %
1-905-50410 Contractual Services	235,392.41	156,000.00	79,392.41	150.89 %
1-905-50590 Auditing Services	1,800.00	1,900.00	-100.00	94.74 %
1-905-50595 Bookkeeping Services	18,082.19	29,000.00	-10,917.81	62.35 %
1-905-50630 Legal Counsel-Other	4,256.50	12,500.00	-8,243.50	34.05 %
1-905-50705 Membership Dues	2,869.00	3,600.00	-731.00	79.69 %
1-905-50805 Training	2,252.79	4,000.00	-1,747.21	56.32 %
1-905-50850 Meeting Fees	160.99	2,000.00	-1,839.01	8.05 %
1-905-50851 Travel	1,955.30	1,200.00	755.30	162.94 %
1-905-51106 Trustee Expenses	27.79	1,000.00	-972.21	2.78 %
1-905-51110 Recruitment	691.22	1,000.00	-308.78	69.12 %
1-905-51505 Property & Casualty Insurance	36,086.00	40,000.00	-3,914.00	90.22 %
1-905-51651 CCS, Operating Expenses	42,761.23	55,150.00	-12,388.77	77.54 %
1-905-51652 Library Svc & Resource Development	100.00	20,000.00	-19,900.00	0.50 %
1-905-60120 Supplies	2,721.70	2,500.00	221.70	108.87 %
1-905-60150 Furniture		10,000.00	-10,000.00	
1-905-60163 Professional Collection Supplies	179.00	200.00	-21.00	89.50 %
1-905-68300 Foundation Expenses	3,678.00		3,678.00	
1-905-70105 Debt Service	31,503.92	53,000.00	-21,496.08	59.44 %
1-905-80206 Special Reserve Fund		50,000.00	-50,000.00	
4-905-50595 Bookkeeping Services (SR)	51.45		51.45	
Total 905 Administration	1,479,402.08	2,440,850.00	-961,447.92	60.61 %

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
906 Facilities				
1-906-50105 Building Maintenance	32,523.90	70,000.00	-37,476.10	46.46 %
1-906-50110 Equipment Repair	1,081.00	1,000.00	81.00	108.10 %
1-906-50129 Wiring & Electrical		6,000.00	-6,000.00	
1-906-50150 Grounds Maintenance	7,918.63	12,000.00	-4,081.37	65.99 %
1-906-50190 Plumbing Repair & Maintenance	1,100.00	12,000.00	-10,900.00	9.17 %
1-906-50191 Alarm Repair & Maintenance	768.00	5,400.00	-4,632.00	14.22 %
1-906-50192 Water/Rubbish Repair & Maintenance	5,183.70	8,800.00	-3,616.30	58.91 %
1-906-50193 Elevator Repair & Maintenance	1,909.00	7,500.00	-5,591.00	25.45 %
1-906-50194 Other Maintenance	21.63		21.63	
1-906-50420 HVAC Maintenance	975.00	15,000.00	-14,025.00	6.50 %
1-906-60120 Supplies	6,481.25	25,000.00	-18,518.75	25.93 %
Total 906 Facilities	57,962.11	162,700.00	-104,737.89	35.63 %
907 IMRF				
3-907-40460 Social Security	58,795.26	127,500.00	-68,704.74	46.11 %
3-907-40465 Medicare	13,750.51		13,750.51	
3-907-40505 Illinois Municipal Retirement Fund	62,063.66	111,000.00	-48,936.34	55.91 %
Total 907 IMRF	134,609.43	238,500.00	-103,890.57	56.44 %
908 Restricted				
2-908-90350 Restricted Gift Expense-Friends	23,862.00		23,862.00	
2-908-90351 Restricted Gift Expense-Takiff Fund	2,608.77		2,608.77	
2-908-90356 Restricted Gift Expense-Children's Program Sponsorship	1,084.67		1,084.67	
Total 908 Restricted	27,555.44		27,555.44	
909 Circulation Services				
1-909-50705 Membership Dues		250.00	-250.00	
1-909-50850 Meeting Fees		750.00	-750.00	
1-909-50851 Travel		3,092.00	-3,092.00	
1-909-60120 Supplies	433.39	1,800.00	-1,366.61	24.08 %
Total 909 Circulation Services	433.39	5,892.00	-5,458.61	7.36 %
910 Digital Services				
1-910-50215 Computer Hardware/Software	48,456.35	102,679.00	-54,222.65	47.19 %
1-910-50320 IT Consulting		47,500.00	-47,500.00	
1-910-50321 Website Design/Hosting	2,150.00	5,000.00	-2,850.00	43.00 %
1-910-50325 Internet Access	4,995.61	16,650.00	-11,654.39	30.00 %
1-910-50332 Digital 3D Printing	444.23	700.00	-255.77	63.46 %
1-910-50750 Digital-Device Subscriptions	1,219.62	2,200.00	-980.38	55.44 %
1-910-60305 Computer Supplies	4,117.76	10,500.00	-6,382.24	39.22 %
Total 910 Digital Services	61,383.57	185,229.00	-123,845.43	33.14 %
916 Programs & Communication				
1-916-50330 Communications	7,652.90	19,950.00	-12,297.10	38.36 %
1-916-50705 Membership Fees	220.00	650.00	-430.00	33.85 %
1-916-50850 Meeting Fees		650.00	-650.00	
1-916-50851 Travel	1,451.63	2,000.00	-548.37	72.58 %
1-916-51650 Program	7,403.15	23,098.00	-15,694.85	32.05 %
1-916-60120 Supplies	582.44	1,500.00	-917.56	38.83 %
1-916-60149 Program Supplies & Other	1,298.19	3,000.00	-1,701.81	43.27 %
Total 916 Programs & Communication	18,608.31	50,848.00	-32,239.69	36.60 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total Expenditures	\$2,003,815.32	\$3,475,466.00	\$ - 1,471,650.68	57.66 %
NET OPERATING REVENUE	\$1,300,751.93	\$0.00	\$1,300,751.93	0.00%
Other Revenue				
4-980-9900 Interfund Transfer In	250,000.00		250,000.00	
Total Other Revenue	\$250,000.00	\$0.00	\$250,000.00	0.00%
Other Expenditures				
1-980-9900 Interfund Transfers Out	250,000.00		250,000.00	
Total Other Expenditures	\$250,000.00	\$0.00	\$250,000.00	0.00%
NET OTHER REVENUE	\$0.00	\$0.00	\$0.00	0.00%
NET REVENUE	\$1,300,751.93	\$0.00	\$1,300,751.93	0.00%

Glencoe Public Library
Schedule of Changes in Restricted Gift Funds
For the Month Ending July 31, 2026

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Friends of the Glencoe Library	\$ 10,649.38		\$ 2,658.14	\$ 7,991.24
Children's Program Sponsorship	786.74		221.41	565.33
Bobette Cohen Takiff Fund	10,340.48		64.18	10,276.30
Janet Hauser Memorial Fund	54.62			54.62
Louis Bobby Slotkin Memorial Fund	19,901.50			19,901.50
Total All Funds	<u>\$ 41,732.72</u>	<u>\$ -</u>	<u>\$ 2,943.73</u>	<u>\$ 38,788.99</u>



BOND STATEMENT

CUSIP: GLNCPL024
 STATEMENT DATE: 07/07/2026
 CURRENT BALANCE: \$416,804.60
 PAYMENT DUE DATE: 08/01/2026

AMOUNT DUE: 4,500.56

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

CUR BAL: \$416,804.60 INT RATE: 5.25%	AMOUNT
08/01/2026 - Principal Payment General Obligation GLNCPL024 Maturity Date 06/01/2031	2,677.04
08/01/2026 - Interest Payment General Obligation GLNCPL024 Maturity Date 06/01/2031	1,823.52
TOTAL	4,500.56

PREVIOUS STATEMENT ACTIVITY: (YTD)

DATE	PRINCIPAL	INTEREST	ENDING BALANCE
01/01/2026	2,596.48	1,904.09	432,623.75
02/01/2026	2,607.84	1,892.72	430,015.91
03/01/2026	2,619.25	1,881.31	427,396.66
04/01/2026	2,630.70	1,869.86	424,765.96
05/01/2026	2,642.21	1,858.35	422,123.75
06/01/2026	2,653.77	1,846.79	419,469.98
07/01/2026	2,665.38	1,835.18	416,804.60
TOTAL TO DATE:	\$18,415.63	\$13,088.30	

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 Weiss-Ham, Marketing Committee; Grace Hayek, Head of Programs & Communications
Date: August 14, 2026
Re: Marketing Committee report

The library's online programming partnership with Library Speakers Consortium (LSC) officially began in August, but as a courtesy LSC let the library start in late July. With only the publicity benefits afforded by the enewsletter, *GPL Weekly* and social media, the library's first two LSC programs still found an audience.

On July 28, five people participated in "The Power of Connection with Dr. Marisa Franco" (on how the science of attachment can help make and keep friends), and on August 4, seven people participated in "The Legacy of Julia Child's Kitchen with Paula Johnson" (a Smithsonian Institution expert).

Upcoming August programs include "When Trees Testify with Beronda L. Montgomery" (an award-winning plant biologist) on August 25, and "High Altitudes and High Stakes with Lucy Foley" (the author of the new Miss Marple mysteries) on August 27.

The Programs & Communications Department feels good about these early results and looks forward to tracking interest as we publicize the programs and our LSC partnership through *Excerpts*, LSC is highlighted on page 1 of the September 2026 issue.

Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Trustee Lin, Glencoe Sustainability Task Force
Date: August 14, 2026
Re: Glencoe Sustainability Task Force report

The Glencoe Sustainability Task Force (STF) met on July 28, 2026, to discuss the following business items:

- Status of the Sustainability Action Plan
- Paper shredding station at the Takiff Center
- 10th anniversary commemoration planning
- Recap of Green Bay Trail Day
- Fall stargazing event planning
- Social media planning for August and September
- Inside Glencoe fall newsletter

1. CALL TO ORDER

*Brad Levison, Co-Chair
Laurie Tuchman, Co-Chair
Michael Rosenblatt, Village Board Representative
Bob Breisblatt
Barney Gallagher
Helyn Latham
Linda Lin
David Singer*

2. CONSIDERATION OF MEETING MINUTES

June 23, 2026

3. PUBLIC COMMENT

Those interested in addressing the Sustainability Task Force on non-agenda items may do so at this time.

4. VILLAGE STAFF LIAISON REPORT

- a. Sustainability Action Plan status
- b. Paper Shredding Station at Takiff Center

5. TASK FORCE LEADERSHIP REPORT

- a. 10th Anniversary Commemoration planning

6. BUDGET

7. EVENTS

- a. Green Bay Trail Day recap
- b. Fall Stargazing Event planning

8. COMMUNICATIONS

- c. Social media – August + September
- d. Inside Glencoe fall newsletter

9. OTHER BUSINESS

10. ADJOURN

Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Trustee Weiss-Ham, Technology Committee; Justin Franklin, Network and Digital Services Librarian
Date: August 14, 2026
Re: Technology Committee report

Justin Franklin and Matthew Byrd continue to investigate different configurations for the network during construction, including both off-site and stay-in-place options. These include options for additional remote work and migrating resources from local servers to the cloud (which, most likely, would remain in place even after the renovation concludes). Justin has also met with the Friends and discussed with them changes to their workflow that would enable them to continue aspects of their work remotely.

**Report of the Executive Director
From July 11 to August 14, 2026**

RAILS

There is no report.

CCS

The CCS team has finalized the offline schedule while it continues to migrate newest members, Rolling Meadows and Wauconda. All CCS libraries will be offline October 17-19 with a go-live of October 20.

Administration

The Building Renovation Committee; URBAN-ReSOLVE; Skidmore, Owings & Merrill and I interviewed the four finalists for Construction Manager Services on July 17 and 20. At a Special Board Meeting on July 29, 2026, the Library Board unanimously accepted the proposal from Bulley and Andrews. The proposal was signed by both parties on August 11, 2026.

Foundation Director Beth Schencker has officially stepped down from the Foundation Board. The Foundation and I expressed our thanks to Beth for all her time and efforts to date.

Staff

Children's Department and Public Operations Manager Ann Finstad will be promoted to Deputy Director effective August 16, 2026. Ann's promotion is the first action in realigning staff to improve operational efficiency. Her main responsibility will be to supervise and work with the public service departments (Adult Services, Children's Services, Circulation, and Programs & Communications). Ann will partner with me in hiring our next Head of Children's Services and reconfiguring Programs & Communications Department staffing.

The following staff members had their work anniversaries in July:

- July 7 – Haley Kedzierski, Adult Services Librarian (1 year)
- July 10 – Ann Finstad, Children's Services & Public Operations Manager (12 years)
- July 18 – Damian Castro, Facilities Associate (3 years)

Continuing Education & Networking

Head of Programs & Communications Grace Hayek and I met with Reverend Erin Raska and Glencoe Union Church staff on July 15 to discuss the potential of having library programs in the church during construction. Grace and I will present an overview of the renovation project and the library's programming needs to Glencoe Union's board on August 18.

Collections & Services

There is no report.

Events & Programs

Thanks to Trustees Fiffer and Weiss-Ham for representing the library at Glencoe Al Fresco on July 24.

The Glencoe Public Library Foundation has settled on Saturday, August 29, 2026, for Lemon-Aid Stand Day. There will be six stands (Melvin Berlin Park, Friends Park, Glencoe Public Library, Duke Park, The Grand, and Shelton Park). Stand hours are 10:00 a.m. to 2:00 p.m. Again, we are grateful to the families who have volunteered to work a stand.



Building & Maintenance

There is no report.

Marketing

There is no report.

Next Board Meeting

Scheduled business items for September 16, 2026, Regular Board Meeting include the presentation of the preliminary Property Tax Levy and 2027 Operating Budget; consideration to approve a new transfer to the Special Reserve Fund; and reviews of the following policies:

- Gift and Fundraising Policy (originally scheduled for July)
- Naming Recognition Policy
- Hamil Conference Room Policy
- Unattended Belongings Policy (new)

Dates

August 18	Finance Committee meeting
	Presentation to the Glencoe Union Church Board
August 20	Owner's meeting
August 25	Meeting with Friends Board President
August 27	Design meeting
August 28	Glencoe Al Fresco
August 29	Lemon-Aid Stand Day 2026
September 1	Glencoe Administrators meeting
September 3	Owner's meeting
	Friends Board meeting
September 10	Design meeting

Visitors and Borrowers



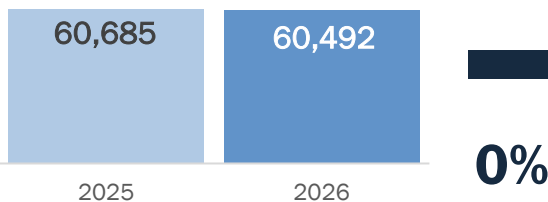
Visitors and Borrowers

Current Month

Visitors to Library	9,527
Unexpired Cards	4,276
New Registrations	49

* note - as of 2025, we have begun tracking unexpired cards only instead of all registered borrowers

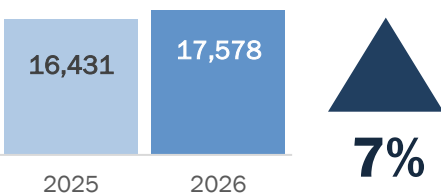
Total Visitors | YTD



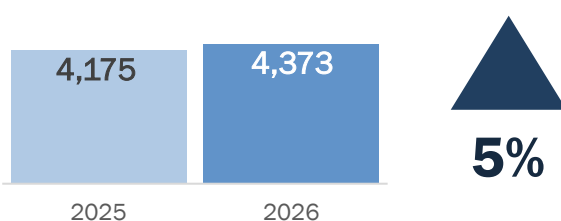
Public Internet Use

Current Month

Wireless Connections 2,548



Internet PC Sessions 687



Librarian Engagement

Current Month

Service Point Questions

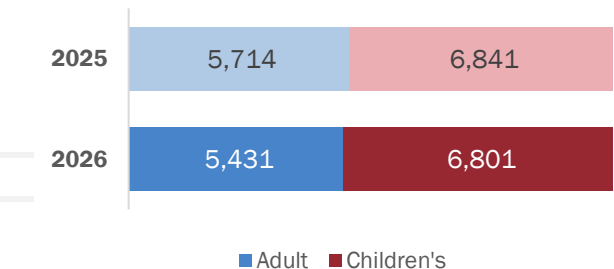
1,868 ▼ -3%

Current Month

One on Ones

13 ▼ -28%

Questions - YTD Comparison



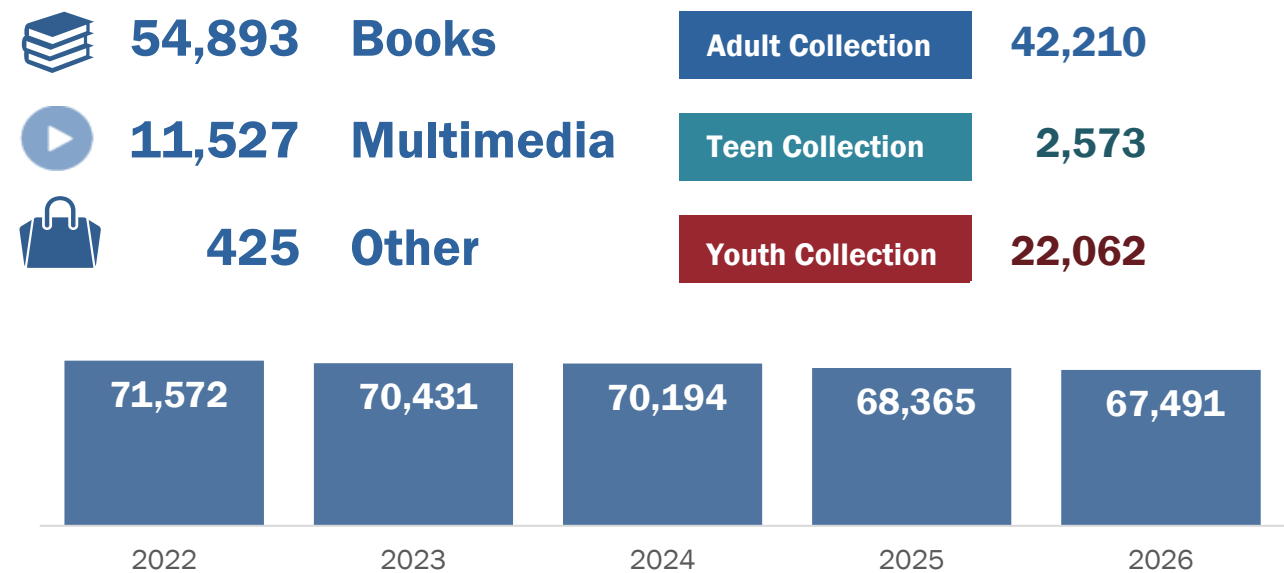
One on Ones - YTD comparison



A one on one is a scheduled patron tutorial, often covering technology or a library service

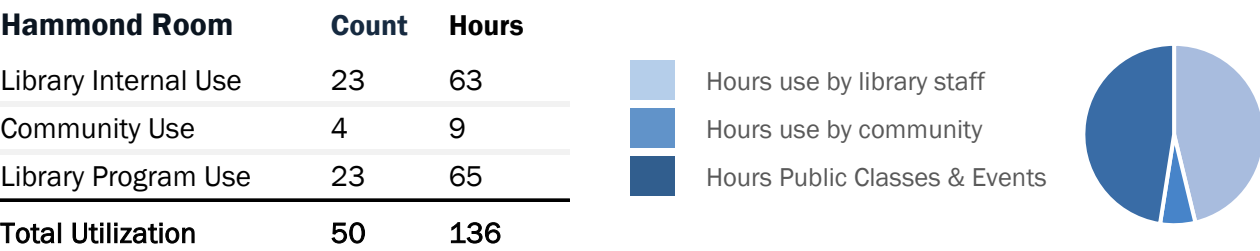
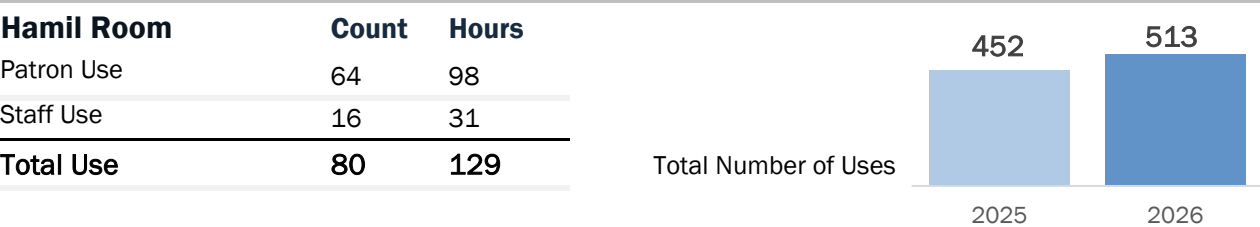
Collections

Physical Collection Size - Current Month & Historical

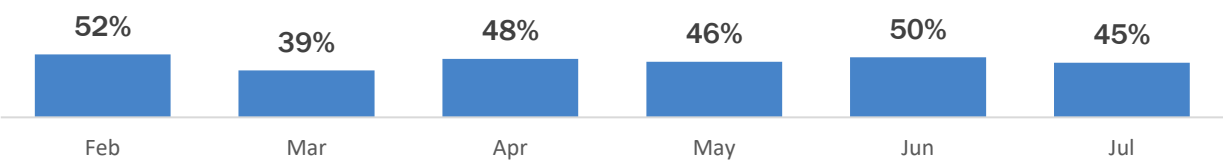


As of the March 2026 statistics, we are reporting numbers based on database counts, not manual tracking. As a result, collection sizes are slightly higher than previous reporting. As we work on database cleanup, collection totals are expected to balance out to match more closely with previous levels. Also new: reporting the "Other" category. This includes items like the Library of Things, Children's Discovery Packs and other Kits, and library bags.

Meeting Room Use



Hammond Room Occupancy

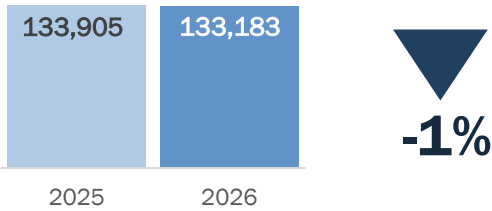


Circulation

Physical & Digital Format Combined



Total Circulation | YTD All Formats

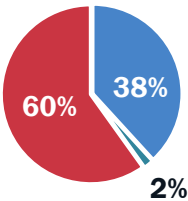


Physical Materials Circulation - By Demographic

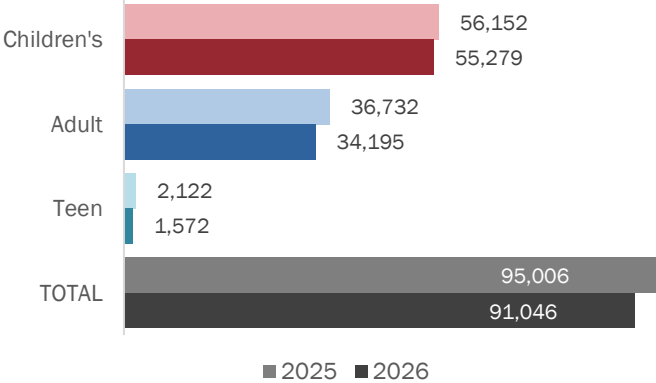
Current Month

ADULT	5,305
TEEN	263
YOUTH	8,314
Total	13,882

Circ % by Audience Current Month

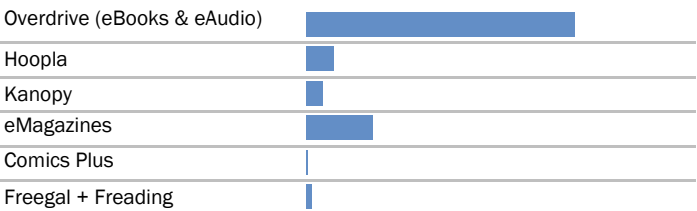


Circulation | YOY YTD by Demographic

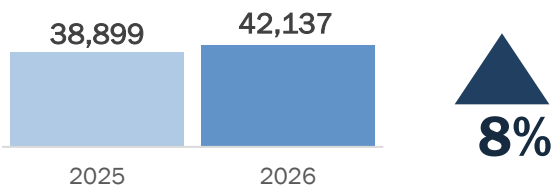


Digital Materials Circulation

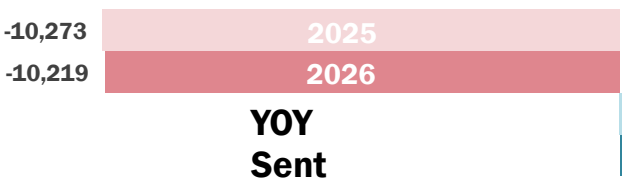
Popularity by Service - current month



Digital Circulation | YTD



Interlibrary Loan



YOY Received

2025	5,416
2026	5,381

Special Items Circulation - current month

3D Print Requests	51
Library of Things	37

Programs

Synchronous Events & Programs

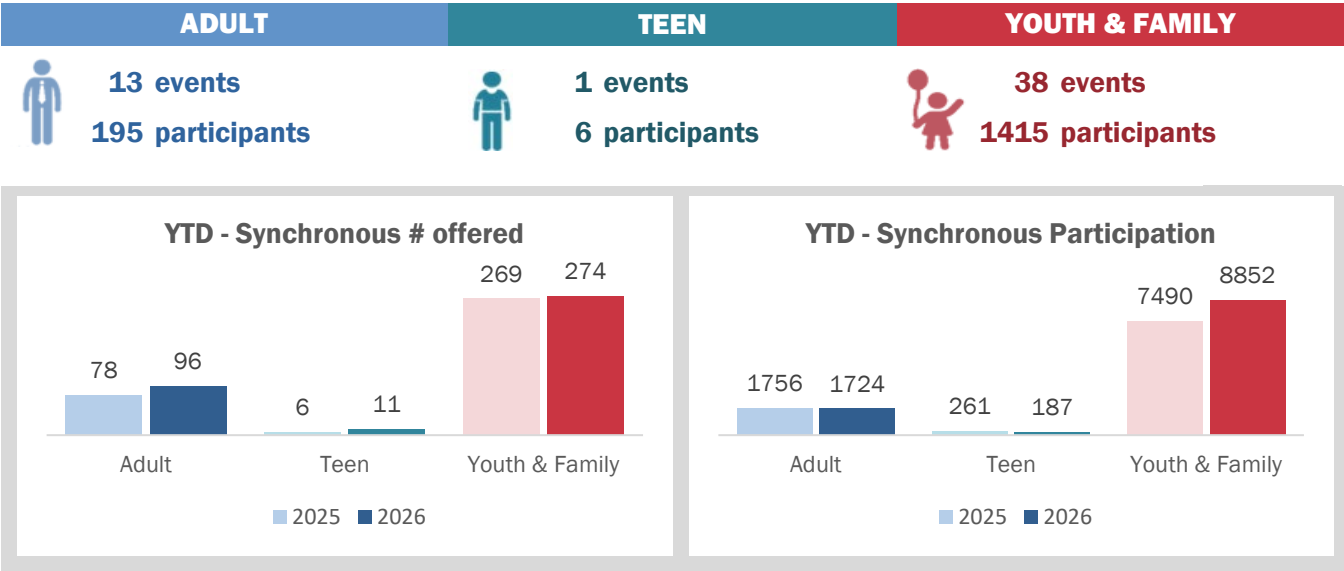
Year to Date Count

381

YTD Attendance

10,763

With July, a flurry of library programming! Adults painted watercolor flowers, learned about the benefits of landmarking your house, and discussed Big Books, along with other regular programming. Young teens ate snacks and created beaded keychains. The Tots and Tunes concert series continued with Todd Downing, as well as regular storytimes and after camp classes. Families decorated bikes for the Fourth of July, created Fairy Houses, painted rocks, mini-golfed in the library, and viewed the sun safely (with help from the Adler planetarium). Outreach included summer camp storytimes, Glencoe Al Fresco, and Green Bay Trail Day - along with appearing in Glencoe's Fourth of July parade. (Parade not included in program tally.)



Asynchronous (Passive) Programs & Offerings

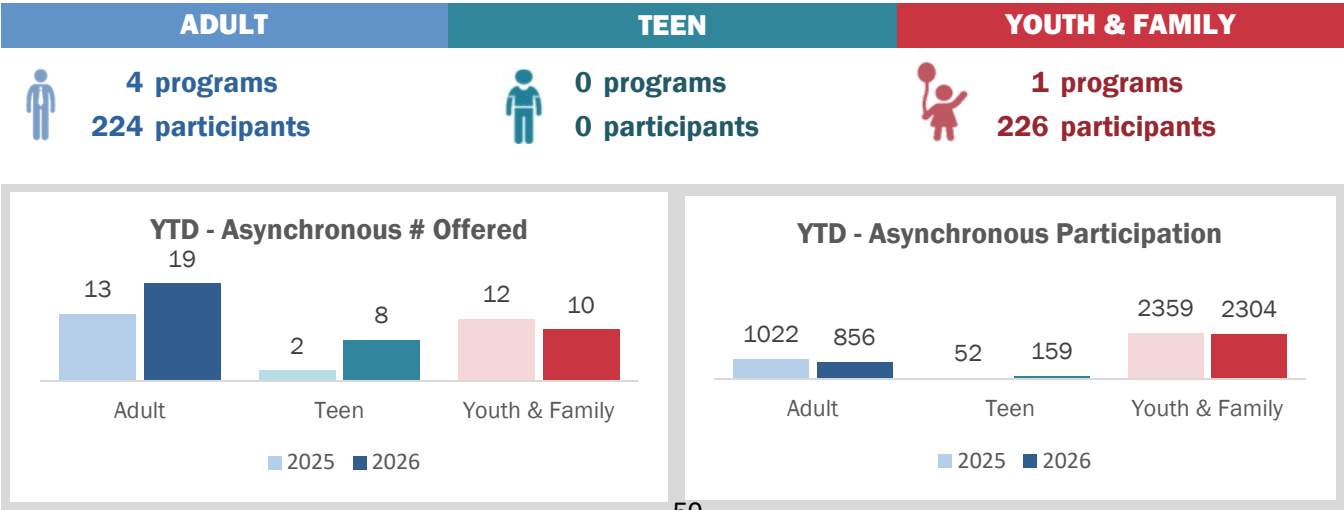
Year to Date Count

37

YTD Participation

3,319

Asynchronous programming consisted of 30 day program views and the Scavenger Hunt



Marketing and Continuing Education



eNewsletter

Last 12 months

Subscribers	3,309	
Open Rate	59%	

Subscription rate is consistent with slow growth of 3-10 users per month. Open rate ranges from 54-64%



Website

Last 12 months

Users	3,783	
New Users	3,369	
Sessions	7,413	
Page Views	9,846	
Catalog Sessions	2,422	
Calendar Views	4,410	



Social Media

Last 12 months

Facebook Followers	1,296	
Facebook Views	1,176	

Facebook followers and views both remained steady.



TikTok Followers	1,083	
TikTok Views	8,835	

Views nearly matched our all-time high, and our follower count continues to increase steadily



Instagram Followers	1,618	
Instagram Views	8,970	

Instagram views continue to grow due to select TikTok videos being crossposted as Reels.



YouTube

Subscribers - General	612	
Subscribers - Kids	1,076	
Views - General	420	
Views - Kids	7,399	

Subscribers continue to grow on both YouTube channels. Views tapered slightly due to no new content being posted in July.

Staff Development / Continuing Education

Staff reported CE in the areas of collection development (Graphic Novels and Digital Collections) and Breaking Up with Big Tech



Memorandum

To: Glencoe Public Library Board of Trustees
Cc:
From: Andrew Kim, Executive Director
Date: August 14, 2026
Re: Consideration to approve the transfer of accounts to First Bank Chicago

I am respectfully presenting a request to transfer savings accounts from Wintrust to First Bank Chicago (FBC).

FBC will prepare a Commercial Checking Account paired with its Commercial Online Banking platform. By utilizing FBC's Treasury Management Solutions, the library will benefit from enhanced security, greater operational efficiencies, reliable customer service, and improved control of the library's daily banking activities.

The fees outlined in FBC's proposal reflect its current pricing and include the Treasury Management Services, specifically in detail:

- **Commercial Online Banking** – providing secure online access to accounts, allowing the library to view balances and transactions, initiate transfers, manage ACH payments and collections, approve transactions, and administer users and permissions from one platform.
- **ACH Origination Module** – enabling the library to electronically send payments (if desired) such as vendor payments and payroll, as well as collecting funds through ACH debits.
- **Positive Pay (Check and ACH)** – FBC's fraud prevention solution helps protect the library's accounts from unauthorized transactions. For example, the Check Positive Pay feature compares checks presented for payment against the file issued to the bank and flags any exceptions for the library to review before payment. Another example is the ACH Positive Pay feature that allows the library to review and automatically block unauthorized ACH transactions, significantly reducing the risk of fraud.

Services can be added or removed at any time without penalty.

In addition, FBC is offering an Earning Credit Rate (ECR) of 1.75% on average based on a ledger balance of \$250,000. Based on projected balances, the earnings credit should fully offset the library's monthly Treasury Management Services fees. While the proposal reflects the \$296.10 in monthly Treasury Management Services charges, the ECR is expected to

generate enough credit to cover those fees resulting little to no out-of-pocket costs to the library.

The estimated timeline to transfer savings accounts to FBC is 2-3 weeks. The general process is as follows:

1. 2-3 days to open deposit accounts
2. Treasury management documents completed (timeline is client-dependent)
3. Up to one week to set up account infrastructure once documents have been submitted to the Treasury Management Department, FBC meets with library administration to set up user profiles and limits
4. 1-2 days - After the setup, second level training is scheduled to cover online banking and how all the services work.

Interest on Reserve Balances (IORB) has been 3.65% for both the past three months and average year-to-date. There have been no rate changes since December 2025, where the Federal Reserve lowered rates from 3.90% to 3.65%. Over the last 12 months, the average IORB rate has been 3.80%.



First Bank Chicago Solutions For

Glencoe Public Library

Presented by: Andy Kocur and Mary Hadzalic

Highland Park
Banking Center
847-432-7800

Northbrook
Banking Center
847-272-1300

Skokie
54 Banking Center
847-272-7800

Westchester
Loan Production Office
708-223-7001

First Bank Chicago



633 Skokie Blvd 3rd Floor
Northbrook, IL 60062

July 16, 2026

Glencoe Public Library
Mr. Andy Kim and the Team
320 Park Ave
Glencoe, IL 60022

Dear Andy and the team:

Thank you for allowing First Bank Chicago to submit a proposal to Glencoe Public Library. Our experienced team of bankers will deliver superior service along with the guidance you need from a strong financial partner. We are confident that we can provide the right banking solutions for all your financial needs.

We have reviewed your request and are pleased to offer Glencoe Public Library the following immediate benefits:

- First Bank Chicago offers all the Treasury Management Solutions that you are not currently utilizing and more.
- QuickBooks Direct Connect integrates with First Bank Chicago's online banking portal to automate your reconciliation process overnight.
- Positive Pay- Fraud detection tool for both ACH and Check at a discounted price.
- ACH Module – For faster and more secure disbursement and collections needs.
- Review Merchant Services *option* for donations with Payroc
- First Bank Chicago is pleased to offer you ICS (Insured Cash Sweep) account that earns interest of IORB floating rate once your primary operating account is established with First Bank Chicago.
- Dedicated banking team.

Once we receive your approval, we will work closely with you to customize the products and services that best meet your financial goals. We can add, change, or delete services at any time.

Thank you again for this opportunity. If you have any questions regarding the proposal, please feel free to contact Andy Kocur directly at 847.897.7561 or Mary Hadzalic at 847.897-7512

Sincerely,

Andy Kocur

Andy Kocur
Vice President and Managing Director
Of Public Funds

Sincerely,

Mary Hadzalic

Mary Hadzalic
AVP Treasury Management Advisor

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First Bank Chicago



Glencoe Public Library July-26

First Bank Chicago			
Description	Volume	Price Per Unit	Monthly Fee
Commercial Checking Account			
Monthly Maintenance	4	\$30.00	\$120.00
Deposit Assessment (per \$1,000)	250.00	\$0.13	\$32.50
Checks Paid	61	\$0.20	\$12.20
Deposit	4	\$0.75	\$3.00
Deposited Items	2	\$0.20	\$0.40
ACH Credit Received	15	\$0.20	\$3.00
ACH Debit Received	25	\$0.20	\$5.00
Sub-total Commercial Checking Account			\$176.10
Commercial Online Banking			
Commercial Online Banking	1	\$50.00	\$50.00
Sub-total Commercial Online Banking			\$50.00
ACH Origination			
ACH Origination Module Monthly Fee	1	\$30.00	\$30.00
Sub-total ACH Origination			\$30.00
Fraud Prevention Tools			
Bundle - Payee Positive Pay and ACH Positive Pay Monthly Fee	1	\$40.00	\$40.00
Sub-total Fraud Prevention Tools			\$40.00
		Total Fees Proposed	\$296.10
Avg Ledger Balance		\$250,000.00	
- Less Average Balance		\$25,000.00	10%
Average Collected Balance		\$225,000.00	
- Less Average Balance			0%
Reserve Adjusted Collected Balance		\$225,000.00	
Earnings Credit Rate			1.75%
Number of Days in the Month			30
Earnings Credit			\$323.63
Net Service Charge at Average Positive Collected Balance		\$0.00	

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Memorandum

To: Glencoe Public Library Board of Trustees
Cc: Glencoe Public Library Foundation
From: Trustee Lin and Trustee Pope, Capital Campaign Committee
Date: August 14, 2026
Re: Consideration to adopt Board Resolution for Naming Rights to the Entry and Lobby Welcome Area

On behalf of the Capital Campaign Committee, a board resolution and gift agreement for the naming rights to the Entry and Lobby Welcome Area are being presented for board approval.

The board resolution includes the final draft of the gift agreement as Exhibit A that documents the donor's contribution to the library's renovation and the terms for naming rights. President Parfitt will entertain a motion and request a second to approve the board resolution. A roll call vote will follow.

The following is the Entry and Lobby Welcome Area's description and rendering presented during the Capital Campaign:

The Entry and Lobby will serve as the newly revitalized library's welcome area. Located just inside the main Park Avenue entry doors, the space will offer bright, inviting sight lines to the open-air staircase, central elevator, and all the way through to the large south-facing windows that flood the building with natural light. Anchoring the space is the new Circulation Desk, where Glencoe's cherished librarians will be ready to greet and assist patrons. This entry area will set the tone for the entire library experienced, making everyone feel immediately at home.

