REGULAR BOARD MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, AUGUST 19, 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 7:01 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, Dale Heath, Ann Finstad, Deputy Director, 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. Absent: Linda Lin.

3) ADDITIONS TO THE AGENDA:
There were no Additions to the Agenda. NEW BUSINESS item 11) b. was postponed to the September Regular Board Meeting (RBM).

4) CONSENT AGENDA:
a. Approval of July 15, 2026, RBM minutes

A MOTION was made by Trustee Krafcisin, and seconded by Trustee Fiffer TO APPROVE THE JULY 15, 2026, RBM MINUTES AS PRESENTED.

The MOTION PASSED BY UNANIMOUS voice vote of those present.

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

b. Approval of the July 29, 2026, Special Board Meeting (SBM) minutes
Director Kim noted a typo, removing "and" between items 4. and 5. (Board Packet [BP] page 9).

A MOTION was made by Trustee Weiss-Ham, and seconded by Trustee Kimble TO APPROVE THE JULY 29, 2026, SBM 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

c. Approval of the Capitalization of Assets Policy revision
The memo on Board Packet page 10 summarized the revisions.

A MOTION was made by Trustee Fiffer, and seconded by Trustee Krafcisin **TO APPROVE THE CAPITALIZATION OF ASSETS POLICY REVISION AS PRESENTED.**

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

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

d. Approval of the Social Media and Video-Conferencing Policy revision
The memo on Board Packet page 11 summarized the revisions.

A MOTION was made by Trustee Fiffer, and seconded by Trustee Pope **TO APPROVE THE SOCIAL AND VIDEO-CONFERENCING POLICY REVISION AS PRESENTED.**

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

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

e. Approval of the Friends Fall Book Sale dates
The memo on Board Packet page 23 listed the proposed extended hours for the Friends Fall Book Sale from Friday, October 2, 2026, to Monday, October 5, 2026.

A MOTION was made by Trustee Fiffer, and seconded by Trustee Weiss-Ham **TO APPROVE THE FRIENDS FALL BOOK SALE DATES 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:**
There were no comments regarding Communications.

7) **REPRESENTATIVE OF THE FRIENDS OF THE LIBRARY:**
President Wick reported that the Save the Date email for the October 2 to October 5 Fall Book Sale would be sent to supporters on August 20. The donation bins will be closed on

September 18. And she was pleased to report that the Friends had donated $50,000.00 to the Glencoe Public Library Foundation (via the Library to transfer to the Foundation).

8) REPRESENTATIVE OF THE GLENCOE PUBLIC LIBRARY FOUNDATION:
Vice President Doyle updated the Trustees on the Foundation's assets as of August 10, reporting a total of over $1.8 million. In other Foundation news, Board member Beth Schencker resigned her position. The Foundation currently has two openings for Board members. On August 5, the Foundation published its first newsletter. Preparations were underway for Lemon-Aid Stand Day on August 29. Finally, Vice President Doyle acknowledged a recent Hudson-Grace shopping day that donated twenty percent of proceeds to the Foundation.

9) COMMITTEE REPORTS:

a. Building & Grounds:
The Memo from Facilities Supervisor Juan Rodriguez summarized completed and upcoming maintenance activities for the month of August (BP pages 26-27).

b. Building Renovation Committee (BRC):
On August 11, the contracts were signed for the library to work with Bulley and Andrews and Skidmore, Owings & Merrill (SOM) on the pre-construction phase of the renovation project.

c. Finance:
Trustee Kimble referred the Board to the Finance Committee report (BP page 29). Property Tax distribution reports remain unavailable from Cook County. Overall, Library Services expenditures are 5% below Year To Date (YTD), personnel expenditures 3.3 % below, and Facilities well below at 38.6%. Overhead and Other expenditures remain in line with anticipated spending. Trustee Kimble noted that unanticipated July expenses included two SOM invoices and an IMRF payment for past additional contributions owed by the library.

d. Marketing:
The Marketing Committee report provided details on the first two online programs offered through the library's new partnership with Library Speakers Consortium (LSC) [BP page 42).

e. Plan Commission:
There was no report.

f. Planning:
There was no report.

g. Policy & Bylaws:
There was no report.

h. Sustainability Task Force (STF):
There was no report.

i. Technology:
Trustee Fiffer asked if an experienced third party would work on network configurations for temporary locations during the renovation. Director Kim confirmed that the library would use on-site assistance from Sikich for network setups.

10) REPORT OF THE EXECUTIVE DIRECTOR:

Director Kim reported on library news and events since the July RBM:

As of August 16, Ann Finstad is officially the Deputy Director, the first ever for the library. As Deputy Director, Ann will supervise and work with the public service departments. The next steps will be to hire a new Head of Children's Services and to reconfigure the Programs & Communications team.

Three staff work anniversaries in July: Adult Services Librarian Haley Kedzierski (1 year); Deputy Director Ann Finstad (12 years); Facilities Associate Damian Castro (3 years).

The Foundation will host Lemon-Aid Stand Day 2026 on Saturday, August 29. There will be six locations this year, and the event will be held for four hours. Stands will be set up at Melvin Berlin Park, Friends Park, the library, Duke Park, the Grand, and Shelton Park. Many families who volunteered last year are returning, along with new ones.

For the September RBM, the Director will present a preliminary overview of the levy and 2027 operating budget; a potential fund transfer to the Special Reserve Fund; reviews of the four policies listed on Board Packet page 46; and the Entry and Lobby Welcome Area agreement.

In the "Glencoe Public Library Statistical Report—July 26" (BP pages 47-51), President Parfitt noted that Physical Materials Circulation was down 5% from the previous year, and Total Circulation down 1% (BP page 49). Trustee Fiffer mentioned the declines recalled a recent *Atlantic* article, "The End of Reading Is Here." Finally, Trustee Weiss-Ham noted the increase in TikTok Follower and Views (BP page 51).

Trustee Pope questioned why there was no mention in the reports of the Board Packet, nor in recent library newsletters, of the September 23 program featuring a bestselling author. Director Kim explained that planning was ongoing and more details and promotion would be forthcoming.

11) NEW BUSINESS:

a. Consideration to approve the transfer of accounts to First Bank Chicago
The benefits of transferring the library's savings accounts to First Bank Chicago (FBC) from Wintrust were outlined in the memo on Board Packet pages 52-53. Overall, FBC's proposal of services (BP pages 54-56) offers the library a more modernized means of banking.

The Finance Committee requested a comparison of the FBC proposal to other banking institutions, including Wintrust, to ensure that the Board votes based on financial savings and improved service types. The Director thanked Administrative Professional Jeff D'Anastasio for compiling the information that was distributed ahead of the meeting (Supplement).

After questions and discussion, the Board requested more information and agreed to postpone consideration of approving the transfer of accounts to a future RBM.

12) CLOSED SESSION:

There was no Closed Session.

13) ADJOURNMENT:

President Parfitt adjourned the meeting at 8:18 p.m.

Respectfully submitted by Jeff D'Anastasio