



**North Shore Library Board Minutes**  
**Thursday, December 15, 2022**  
**9:00 a.m.**

**Library Community Room and Zoom**  
*Meeting is available in person and via Zoom*

**Zoom Access:** <https://us02web.zoom.us/j/2590527806>

Meeting ID: 259 052 7806

Passcode: Library22

Phone audio: 1-312-626-6799

Audio ONLY: 1-312-626-6799; Meeting ID: 259 052 7806

**1. Call to order and Roll Call**

Meeting was called to order by President Glaisner at 9:00 a.m.

Present: Bartels, Glaisner, Grady, Kabara, Seem, Smanz, Zitzer.

Excused: Anderson-Knight, Shaw

Also Present: Karl Warwick, City of Glendale Administrator; Heidi Muehlhausen, NSL Head of Circulation; Amanda Caivano, NSL Head of Youth Services

**2. Public Comment**

There was no public comment.

**THE NORTH SHORE LIBRARY BOARD RESERVES THE RIGHT TO TAKE "ACTION" ON ANY OF THE ITEMS LISTED BELOW.**

**3. CONSENT AGENDA:**

**Minutes:** Library Board: 11.17.22

**December 2022 Invoices**

**2022 YTD Financials**

Motion made by Bartels/Zitzer to approve the consent agenda without the minutes due to the omission of Sandy Grady. Motion carried. Motion made to approve the minutes as amended by Bartels/Zitzer abstained. Motion carried unanimously.

**UNFINISHED BUSINESS**

**4. Update from the Friends of the Library and the Library Foundation**

Glaisner reported that the Friends have offered to replace the red upholstered chairs at the reading tables throughout the library. Director Gould is looking at various options. The Foundation's activities are on hold temporarily.

**5. Update from Community Trustees**

Fox Point: Nothing to report.

Glendale: Nothing to report.

River Hills: Glaisner stated that the library received a \$3,000 grant from the River Hills Community Foundation. He also ask for \$20,000 for the 2023-2024 years for the library campaign.

Bayside: Nothing to report.

**6. Update from Nicolet School District**

The athletic field work will be complete in August. The use of inside space will be limited soon due to construction work. The Robotics Peer Program is partnering with NSL Head of Youth Services Caivano on a program which will be held in late winter/early spring.

**7. Director's Report**

Director Gould reported that the staff training day on December 9 was well received by everyone. Topics of discussion included emergency procedures, training on the AED machine, collection development policy, how to address potential materials challenges, and strategic planning activities. The library will undergo a safety assessment later in the month. Program attendance is increasing, in particular the Lego program and kids' book group. Gould will attend the American Library Association LibLearnX 2023 conference next month. The Knit Happens group started on November 29. The library will be closed for the holidays December 23-26, and December 30 to January 2.

**8. Update on Fundraising Campaign**

Glaisner stated that the campaign was waiting on responses from co-chairs.

**9. Discussion/Action Rinka Contract**

Glaisner stated that the construction estimate from Stevens Construction is approximately \$10 million. John Mann has met with their reps and will make recommendations to the board... They will get figures to him by December 10. Glaisner will ask the River Hills village attorney to review the contract. The architectural fees are a percentage of the "real number" from Stevens.

**NEW BUSINESS**

**10. Budget Resolution 22-06**

The resolution to amend the 2022 budget to reflected changes in revenues and expenditures moved by Bartels/Zitzer. Passed unanimously on roll call vote.

**11. Policy Review (Selection, Collection Development, Request for Reconsideration)**

Policy review will continue in to the new year.

**12. Future Agenda Items**

Recognition event for staff to be hosted by the board will be held in February or March.

**13. Adjournment until January 19, 2023 at 9:00 a.m.**

Motion to adjourn made by Seem/Grady at 9:32 a.m. Motion passed.

Respectfully submitted by Rhonda K. Gould, Library Director and Recording Secretary