



**MEETING MINUTES  
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES**

Wednesday, May 20, 2015  
6:30 PM

Evanston Public Library, 1703 Orrington Avenue, Board Room

**Members Present** Tori Foreman, Shawn Iles, Margaret Lurie, Vaishali Patel, Benjamin Schapiro, Leora Siegel, Michael Tannen

**Members Absent:** Diane Allen, Sandra Smith

**Staff:** Laura Antolin, Jan Bojda, Karen Danczak Lyons, Paul Gottschalk, Jessica Ticus

**Presiding Member:** Michael Tannen, President

**CALL TO ORDER/DECLARATION OF QUORUM** - A quorum was present and President Tannen called the meeting to order at 6:33 pm.

**CITIZEN COMMENT** - none

**INFORMATION AND COMMUNICATIONS** – Karen Danczak Lyons, on behalf of the Evanston Public Library Friends, presented the Board with a check for \$10,000 to be used for the 2015 Summer Reading Program and the Storytelling Festival this fall. The Friends recommend that the Library Director distributes the \$10,000 between the two programs as needed.

Leora Siegel has completed her three year term as a Board member of the Illinois Library Association.

**YOUTH OUTREACH PRESENTATION** – Laura Antolin, the Children’s Outreach Librarian, gave an overview of her work in the community with partners such as the Family Center, D65 Early Childhood Center and the McGaw YMCA. She showed the animated short produced by library staff promoting Read to the Rhythm, the summer reading program. This was distributed to District 65 school libraries to encourage sign-up for the program.

**ADMINISTRATIVE SERVICES REPORT** – Paul Gottschalk reported that staff is seeking three construction bids to repair the heating/cooling system at the Main Library. He will present the bids for Board selection and approval at the June meeting. Three highly qualified candidates for the Collection Development Manager position have made it to the final interview stage and an appointment is expected by mid-June.

The RAILS/United for Libraries video on “Succession Planning and New Board Orientation” could not be shown due to technical difficulties.

**CONSENT AGENDA** – Approval of the Meeting Minutes of the April 15, 2015 regular meeting.

Benjamin Schapiro moved, and Leora Siegel seconded, a motion to approve the consent agenda consisting of the minutes of the April 15<sup>th</sup> regular meeting, the bills list and payroll.

**LIBRARY DIRECTOR'S REPORT** -- Director Danczak Lyons reviewed highlights of her monthly report (see report attached):

- Karen thanked the Board for their presence at the City Council Rules Committee meeting on May 4. The City Council did not move forward with the recommendation to change how Library Board members are appointed.
- Preliminary figures from the Center for Economic Progress show they assisted with 502 federal and state tax returns resulting in \$684,526 in refunds to Evanston community members. Karen would like to expand this program next year.
- The volunteer and donor stewardship event on May 7 featured a presentation from Jennifer Pritzker that was well attended and warmly received.

## **BOARD REPORTS**

**Development Committee** – Margaret Lurie shared an update on the Robert Crown Community Center Project. Two outside consulting firms have bid to conduct a feasibility study to assess the City's capacity to raise funds needed for either new construction or renovation of the current site. Both options include EPL as a partner.

**Nominating Committee** – Margaret Lurie presented the 2015-16 slate for Board officers: Michael Tannen, President; Sandra Smith, Vice President; Benjamin Schapiro, Treasurer; Margaret Lurie, Secretary. A vote on this slate will take place at the June 17 meeting.

**CLOSED SESSION** – Michael Tannen read the official language for convening a Closed Executive session for personnel matters. Motion by Michael Tannen, second by Leora Siegel, and approved by a unanimous roll call vote. The Board moved into Closed Session at 7:21 p.m.

The Board re-convened into Open Session at 7:50 pm.

Motion by Leora Siegel, second by Vaishali Patel – approval of the employment agreement between Karen Danczak Lyons and the Library Board (copy attached). Approved unanimously on a roll call vote.

**ADJOURNMENT** Benjamin Schapiro moved, second by Vaishali Patel– adjournment of the meeting. The motion passed on a voice vote. Adjourned at 7:51 pm.

Respectfully Submitted,  
Margaret Lurie, Secretary

**Library Director's Report  
May 20, 2015**

**Updates:**

- Once again we filled the library as we welcomed the community to the Thirty-Seventh Evanston Public Library Jo-Anne Hirshfield Poetry Ceremony. Poets of all ages and their families celebrated poetry and were recognized for their talent. This annual event is produced by the library's Administrative team and funded through the generosity of the Hirshfield family. This year's judge was poet Allison Funk, author of "The Knot Garden." Our President Michael Tannen was able to enjoy the program with us.
- On May 4<sup>th</sup> the Board of Trustees was prepared to address the Rules Committee on the topic of the Library Board. A memorandum provided to the Committee by Corporation Counsel Grant Farrar was accepted and placed on file.
- We celebrated *Money Smarts Week* in April with a series of programs including Credit Reports and Credit Scores; Tax-free Investing; Taking Control of Your Environment and 7 Steps to Home-buying. My thanks to Kathleen Lanigan for once again producing a wonderful series of programs during *Money Smarts week*.
- Preliminary numbers are in from the Center for Economic Progress. As of April 15<sup>th</sup>, their figures show that 502 federal and state tax returns were prepared generating \$684, 526 in refunds that went back to the Evanston community. Our thanks to CEP for their wonderful work. We are already strategizing on ways to increase the number of returns that they can process for 2016.
- Our own EPL Librarian Brian Wilson was recently elected to serve on the prestigious 2017 Caldecott Award Selection Committee. The Caldecott Medal is awarded to "the artist of the most distinguished American Picture Book for Children published in the United States.
- Our second annual Donor and Volunteer Recognition Reception on May 7th was a huge success. Our guests enjoyed the presentation by Jennifer Pritzker, Colonel (IL), Illinois Army National Guard (Retired), President & CEO Tawani Enterprises and Founder & Chairwoman Pritzker Military Museum and Library titled: "Over There" 100 Years Later: How the War to End All Wars is still being fought. If the warm response to this event continues, we may have to relocate the event to another floor in the library!
- From Bridget Petrites, CAMS Library Assistant: I've attached a few photos from this past Saturday's Free Comic Book Day at CAMS. It was absolutely wonderful! Kids and parents alike got involved. We were out of comics by the end of the day and there are plenty of super heroes flying around with new masks.







**Assessments, metrics and initiative results:**

Foot traffic:	March, 2015	April, 2015
Main:	46,701	44,306
North:	4,205	3,879
CAMS:	4,351	4,148
Total:	55,257	52,333

Website visits in March : 47,987 April: 47,426

Overall Computer/Internet Use – all locations: March: 7,219 April: 6,638

Wi-Fi usage – all three locations for March: 14,156 April: 12,686

**Services and collaborations:**

- Please take a moment to read the article included at the end of my report that highlights the results of our service to Chute middle school ESL students.
- Special thanks to Barb Levie and Connie Heneghan for continuing our collaboration on the Senior Spelling Bee.
- We received a very positive response to our programs that were featured in the first annual Evanston Literary Festival which was held from May 12 – 18, 2015. The goal was to promote various literary events happening around Evanston that week, organize some additional author events, and create a website to promote Evanston’s bookstores, libraries, and authors. Chicago Book Expo was the lead organizer and wanted to coordinate it with the Northwestern Spring Writer’s Festival being held May 12-14.
- On May 11<sup>th</sup> we hosted the fourth in our series of programs in partnership with Northwestern University’s Middle East and North African Studies Program (MENA).

Lecture Title: “The History of Iranian Photography”

Ali Behdad, the John Charles Hillis Professor of Literature and Chair of the Department of English at the University of California Los Angeles (UCLA), will present a lecture on the role of photography in Iranian history, from the 19th century through the modern era. Dr. Behdad's academic areas of interest include postcolonial literature and theory; European representations of the Middle East; and photography of and in the Middle East. He has written numerous works on the subject, including his upcoming book, *Camera Orientalis: Reflections on Photography of the Middle East* (University of Chicago Press, forthcoming 2016).

- Teen Services highlights include:

Nichols Maker Faire:

Ashley and Renee took part in a week long Maker Faire at Nichols for all of the 8th grade science students. It was a huge success. For 6 days we helped kids get started with 3D design, Arduinos, Scratch and Makey Makeys. Makey Makeys were the most popular. It was great seeing all of the students and also making new connections with the science teachers. Based on the success of the fair this year Kefira Philippe the Nichols Librarian is hoping to expand the Faire for each grade level. The Director of STEM Education from D65 came to observe and was really impressed.

Home School Event: (from Ashley's report)

"The homeschool programs are going extremely well and I have a group of 10 teens at nearly every session! This month we had writer's workshop with an Apples to Apples activity, screenwriting, book discussion of "Brown Girl Dreaming, and FUSE. I found out this month that these kids are extremely talented writers. I knew this from previous sessions but really got to see proof of it this go around—some of their paragraphs of the day were better and more enthralling than the YA books I was reading at the time! Our discussion of "Brown Girl Dreaming," though predictably off-topic at times was rich at points and I'm glad we got to tie it in to current events happening today like the Baltimore riots. I have to admit that of all the programming I do, the homeschool programs are probably my favorite. "

- Children's Services highlights include:

Martha Meyer is working with our two Chinese volunteers on a Dragon Boat Festival program to kick off a drive to collect donations of children's books in Chinese for an in-house collection to support our Chinese users in participation in Summer Reading.

We piloted both a Poetry Scavenger hunt for elementary aged students and a Spring Words program for Infants, Toddlers and Preschoolers. We hope to tweak and improve these to repeat next year. Connie Heneghan is collecting feedback from staff. Linda Balla and Martha Meyer spearheaded these activities with the assistance of others on the staff and our work-study student.

Our regularly scheduled Drop-in programs continue to draw consistently large audiences. Brian reported: "Yesterday one enthusiastic mom said that she is seeing a rise in her son's verbal skills and that he sings at home and wants books, books, books at home."

Book Buddies:

We started the Spring quarter with Book Buddies at the Child Care Center of Evanston. We visited the Orange Room, which is the Montessori classroom in the coach house, three Fridays in April and will visit one Friday in May.

Laura Antolin brings 2 bags of books each week (approximately 30 books) for the JumpStart students to read to the children. They decide the theme and she chooses book and song/activity to fit with that theme. Laura meets the students at the Center at 3:30pm for a quick orientation, then sings and reads to the children for about 15-20 minutes, they break off with and read with the students (and sometimes Laura, depending on how many volunteers there are) and end with a craft. The teachers, children and NU students looked forward to these meetings and interacted well with one another.

- Attendance:

4/10 attendance = 27

4/17 attendance = 31

4/24 attendance = 29

**D65 Family Center Program:**

The 3rd Explore S.T.E.M with Ms. Laura Family Center program was on April 15. With the evening promoted by both the Family Center and D65 Early Childhood Center, we had a huge response to the program. I set up 4 stations in the gym: 2 magnet stations – one with 4 floating magnet disks and pattern cards and one with 4 magnet wands w/faces drawn on and pipe cleaner pieces to make magnetic wand faces w/“hair”; one station where families could make tornados in a jar to take home; and one display station where I demonstrated hopping popcorn in a jar. Each family took home a “recipe” for making tornados in a jar and hopping corn. It was very busy and a little chaotic given the large attendance but families had a good time and parents and children worked together at the stations.

- Attendance = 78

**Upcoming events of note:**

- With the assistance of a volunteer, Adult Services is offering a series of workshops that teach our patrons to use their own devices. The next session for iPad and iPhone will be “Learn how to download and read/listen to e-books and audiobooks using the Evanston Public Library's MyMediaMall service” on May 21st at 11:00. Feedback from attendees has been very positive. Other devices reviewed in separate sessions include Android phones. Please check the calendar for workshop times.
- We will band our four peregrine falcon chicks on June 3<sup>rd</sup> at 10:30 a.m. The opportunity to submit names online closes on May 26<sup>th</sup>.
- June 6<sup>th</sup> we will be producing our first Veteran’s Resource Fair. Jill Skwerski is coordinating this event.
- Please plan to join the Evanston Public Library as we march and ride in the July 4<sup>th</sup> parade.
- Our Director of Technical Services has been asked to take part in a panel discussion on CollectionHQ at ALA.

**Excerpts from Patron feedback:**

- My note to Laura Hirshfield after receiving a call from a satisfied patron:  
Laura,

It was my pleasure to receive a call this afternoon from a very satisfied patron. She wanted me to know how much she appreciated the manner in which you helped her today – going out of your way to



retrieve a book for her from another floor. Thank you for your dedication to serving our public and the high standard you set by working tirelessly on behalf of each and every patron.

I am so very glad that you are a member of the EPL family!

- Message to our Volunteer Coordinator Mary Kling from a volunteer unable to join us at the May 7<sup>th</sup> reception:

Hi Mary,

Thank you so much for the invitation. Unfortunately, I am not available to attend. But I hope you all have a great evening celebrating the cooperation that helps make possible such a great institution and all the activities it offers to our Evanston community. Not only as a volunteer, but also as a resident, I am very thankful for that!

- I am writing to comment on the performance of one of your employees. I am a PhD student at Northwestern and a patron of the Evanston Public Library for three years. As I often need materials for my research, I visit the Main location as many as three times per week. As you can imagine, I have interacted with a fair share of staff at the Circulation desk, and no one has impressed me more than Dolores Martinez. Her dedication to her service at the library is impeccable, and I have witnessed her remarkable professionalism and skill in assisting patrons with challenging requests on many occasions. Moreover, Dolores makes visiting the Circulation desk a pleasant and memorable experience through her warm and friendly demeanor. On one occasion, Dolores took the time to inquire about my research, and now whenever she is checking out materials for me, she takes a brief moment to check in – both to ensure that I have found everything I needed at the library, and also to ask about the progress of my studies. When I visit the library and interact with Dolores, I feel as if I am not simply a student, or a library patron – I feel as if I am part of a larger library community being built by people like Dolores. From a patron’s perspective, employees like Dolores are a crucial component to my satisfaction with EPL. It is my hope that in writing directly to you, I can express my belief that Dolores deserves to be recognized, valued, and honored for her exceptional service for visitors to the Evanston Public Library.

- Comment from Open Studios facilitator, Jan Ellenstein:

Hi Laura,

Thank you for making this possible. I agree, it was a huge success. The children (and adults) who participated were so engaged, a lot took their sculptures home and there was one boy who I had worked with that week in one of Lincoln School’s special needs classrooms and he worked on his “train” for about 45 minutes straight.

I hope we can have some more art at the library. I am happy to meet and discuss it for the future,, Seasons always produce exciting project ideas.

Again, thank you,

Jan

- From a recent article in the Tribune submitted by Jill Schacter, and written by our NU Intern Emma Gordon:

When Tabark, a Chute Middle School student and recent immigrant, left her home country of Jordan, she had to leave all of her Barbies with her friend. Tabark missed her dolls, and when her English as a Second Language teacher Felicia Przekota and school librarian Rika Soodek brought Tabark and her class to Evanston Public Library, they suggested Tabark write a note to the librarians requesting books about Barbie. Tabark agreed, and soon after she received a letter back from the librarians as well as a pile of Barbie books to check out.

"It was a wonderful lesson on many levels," Przekota explained. "It was empowering to have Tabark write that letter, and it taught her that if she sees a problem, she can change it. Plus, it was a positive experience at the library." Przekota has been bringing her class to the Teen Loft and the Children's Department at EPL at least once a month since October. Previously, her ESL class had visited the library but never this regularly. Visits often start with a story and a craft led by library assistant Ashley Hamernik. Hamernik, Przekota, and Soodek try to base the crafts on corresponding holidays; this year, they've celebrated Earth Day with a painting craft, hosted a pumpkin scavenger hunt for Halloween, and cracked colored eggs to see that they're all alike on the inside for Martin Luther King Jr. Day. "We try to bring [the students'] attention to American holidays, culture, and customs when we're at the library," said Soodek. "Sometimes we also ask students to check out books on the topic of the visit."

But students are also encouraged to check out books of their choosing. A grant from the Solid Waste Agency of Northern Cook County (SWANCC) provided each class member with a reusable library bag, which the students use each visit to check out 10-15 books. For Chhabi, a student from Nepal, that means books about soccer and superheroes. Pacifique, from Rwanda, likes to read about skateboarding and horses. Halime, who moved here from Chad in November, prefers French books. All of the students enjoy sharing their culture with their teachers through the books they find.

"Our own library [at Chute] is a wonderful middle school library but it does not have books for new and pre-literate readers," said Przekota, who is with the ESL students for their whole school day. "This year is the first time I have a group of Arabic students, so we're talking a whole new kind of literacy, including a new alphabet and a new book orientation. These students are adjusting so much, and with all that they have to deal with every day, it's wonderful that they know the librarians and resources available here, and that they know that this is a place you can go for help that will make your life better."