



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

Wednesday, April 20, 2016
6:30 PM

Evanston Public Library, 1703 Orrington Avenue, Board Room

Members Present: Socorro Clarke, Shawn Iles, Margaret Lurie, Vaishali Patel, Benjamin Schapiro, Sandra Smith, Michael Tannen

Members Absent: Tori Foreman, Leora Siegel

Staff: Karen Danczak Lyons, Paul Gottschalk, Jessica Ticus

Guests: David Marzahl, Christopher Holly

Presiding Member: Michael Tannen, President

CALL TO ORDER/DECLARATION OF QUORUM - A quorum was present and President Tannen called the meeting to order at 6:30pm.

CITIZEN COMMENT – none

INFORMATION/COMMUNICATIONS

A. David Marzahl, President and CEO of the Center of Economic Progress

Mr. Marzahl reported on the 2015 tax assistance service provided by CEP to people who live or work in Evanston. At the EPL site, 604 returns were filed (up 18% over last year) with \$845,074 in refunds anticipated. 45 volunteers provided 1462 hours of assistance. This is the fourth year the agency has been in Evanston, the third year at the Library.

B. Christopher Holly, Executive Director, Cooperative Computer Services.

CCS is a group of 24 public libraries in the north and northwest suburbs of Chicago that share a SirsiDynix Symphony computer system for circulation, acquisitions, cataloging, interlibrary loan and an online public access catalog. EPL is a member and has been working with CCS to improve catalog and backend operations.

C. Update on Robert Crown Branch Library Project –Karen Danczak Lyons reported that the project committee gave an update to the City Council at their meeting on Monday, April 18th. The committee is creating a foundation that will be the entity that can accept and receipt gifts and direct the funding. Board member Sandra Smith has been appointed to the fundraising committee.

CONSENT AGENDA – Benjamin Schapiro motioned to approve the consent agenda consisting of the minutes of the March 16, 2016 meeting, the bills list and payroll. Seconded by Sandra Smith and approved on a voice vote.

LIBRARY DIRECTOR'S REPORT

Director Danczak Lyons reviewed highlights of her monthly report (see report attached):

- On April 11, Mayor Tisdahl issued a proclamation in support of this year's National Library Week, April 10-16, which has the theme "Libraries Transform".
- On April 15, President Michael Tannen and Board member Shawn Iles attended the EPL staff training day.
- Beginning May 1, Evanston residents can check-out mobile Wi-Fi devices to receive free internet connection at home. An estimated 14% of Evanston residents do not have internet access at home and this pilot program is aimed at bridging this "digital divide." EPL is piloting this program with 30 devices with a goal to expand the program so devices can be checked-out at Evanston Township High School. This will require additional funding.

STAFF REPORTS

- **Administrative Services Report** – Paul Gottschalk reported that bids for facility work are due May 10 and will be presented at the May meeting. Bids for parking garage work will go to the City Council in June and be funded from the City's Parking Systems budget.
- Lush, the tenant at the Central Street location, has applied for construction permits and anticipates construction to begin in June.

NEW BUSINESS

A. **Formation of Nominating Committee** – Michael Tannen appointed Board members Margaret Lurie, Sandra Smith and Shawn Iles to serve on the Nominating Committee.

B. **Approval of the Change in Non-Resident Card Fee**

Socorro Clark motioned to accept the proposed non-resident card fee increase from \$176 to \$183. Seconded Ben Schapiro and approved by voice vote.

ADJOURNMENT – Sandra Smith motioned to adjourn the meeting, seconded by Ben Schapiro. The meeting adjourned at 7:29 pm.

Respectfully Submitted,

Margaret Lurie, Secretary

Next Meeting: Wednesday, May 18, 2016 at 6:30 pm Evanston Public Library, Board Room.

Library Director's Report April 20, 2016

Updates:

- On April 11, Mayor Tisdahl issued a proclamation in support of this year's National Library Week (April 10 – 16) which has the theme "Libraries Transform." If you check our calendar, you will see the many programs we produced for patrons of all ages. My thanks to the Evanston Public Library Friends and our Concierge team for distributing our annual patron surveys at all three locations. We will tabulate the results and share them at a future meeting.
- On April 15th we welcomed President Michael Tannen and Trustee Shawn Iles to our spring All Staff Day. Along with presentations from our teams, Henry Ford from the City of Evanston's Law Department instructed staff on the importance of properly documenting incidents. Two members of the Evanston Police Department shared a video on active shooting incidents that instructed us to "Run, Hide and Fight." Additional training for staff on responses to potential active shooting incidents will be provided in the months ahead.
- In recognition of the 150 volunteers who give regularly of their time and talent, we are presenting them with a note of thanks and appreciation and a specially created tote bag.
- Beginning May 1, 2016, Evanston residents who are cardholders of the Evanston Public Library can "Borrow the Internet" through a new Wi-Fi HotSpot pilot lending program. Evanston Public Library is one of just a handful of libraries in the Chicago area to provide access to the internet through a mobile Wi-Fi device that can be checked out from the library.

Patrons age 16 or older with a valid photo ID can check out a Wi-Fi HotSpot for 2 weeks to receive free internet access through the Sprint network. This pilot program may prove especially helpful to those residents who do not have internet access in their own homes. Research conducted by the Pew Research Center continues to demonstrate that households in all areas of the country lack Internet access.

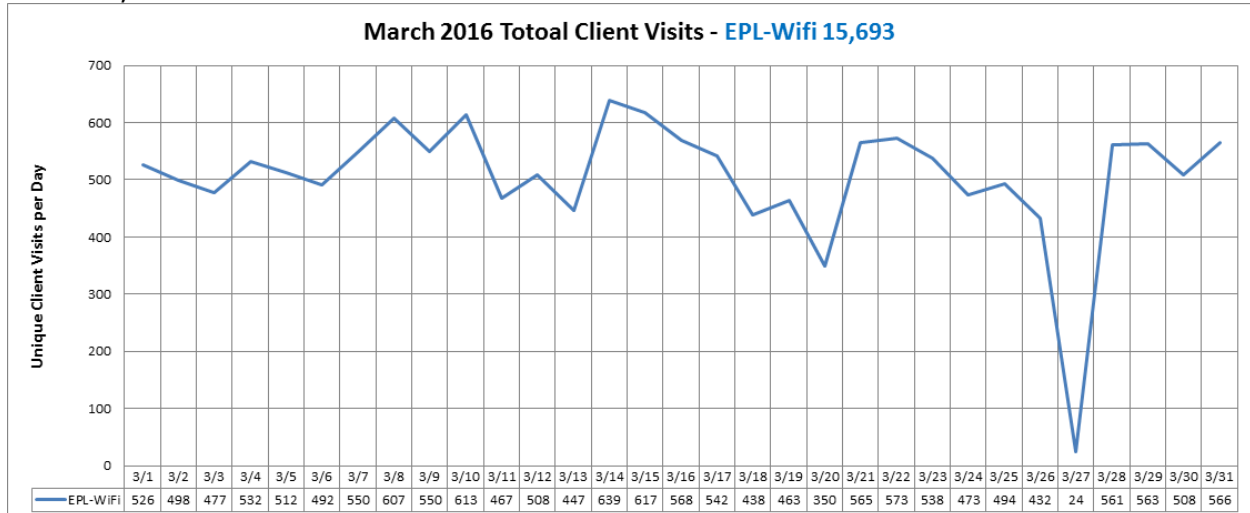
- Our May 4th Donor and Volunteer Recognition Reception is at capacity! We look forward to thanking our donors and volunteers and welcoming our keynote speaker Geoffrey Baer.

Assessments, metrics and initiative results:

	February, 2016	March, 2016
Foot traffic:		
Main:	42,910	47,134
North:	4,029	4,324
CAMS:	3,730	4,006

Total: 50,669 55,464

Website visits in February: 36,157 March: 40,943
 Overall Computer/Internet Use – all locations: February: 5,800 March: 6,233



National Able Network Metrics:

Actual Computer Usage

Mon	Tues	Weds	Thurs	Fri	TOTALS
	1-Mar	2-Mar	3-Mar	4-Mar	35
	7	7	10	11	
7-Mar	8-Mar	9-Mar	10-Mar	11-Mar	
22	9	8	10	12	61
14-Mar	15-Mar	16-Mar	17-Mar	18-Mar	
14	7	14	6	8	49
21-Mar	22-Mar	23-Mar	24-Mar	25-Mar	
6	3	7	11	2	29
28-Mar	29-Mar	30-Mar	31-Mar		
15	12	10	10		47
					221

Partnerships and collaborations:

- Livability Academy feedback: Renee Neumeier’s 3D Printing Class was very popular and participants hope we will offer this session again. Wally Bobkiewicz attended and was very complimentary of the class and the Library’s programs and the cleanliness and maintenance of the Main Library. From Heather Norborg: I just had 11 staff at my Livability session on Hoopla, Overdrive, and databases. I

signed 7 up for library cards and they seemed interested in Hoopla and Learning Express Library especially (CDL, TOESL, ASVAB test prep specifically).

Highlights from Neighborhood Services from Connie Heneghan include:

We accepted a volunteer from the Youth Services Dept. of Evanston Police who provided 25 hours of community service at North Branch.

Connie attended Circ Tables Review at CCS and interviewed at the MSYEP Job Fair. Heather Norborg provided a digital workshop for patrons at each branch introducing and trouble-shooting use of Overdrive and Hoopla.

A highlight from March at CAMS, in addition to our regular, story times, DIY, Science Saturday, films, bilingual programs and Knitting Group:

CAMS Book Group led by Bridget Petrites discussed two titles **Being Mortal** by Atul Gawande and the graphic novel **Can't We Talk About Something More Pleasant** by Roz Chast. Many who attended had never read a graphic novel before and felt the graphics really affected the message. Some are considering trying other graphic novels.

At **North**, in addition to our regular story times, DIU, Knitting Group, and Book Group: Ranea Surbrook provided a Puppet Workshop during spring break. Children and their parents made puppets and then joined others to put together a puppet show.





Highlights from Children's Services from Jan Bojda and the team include:

Programming Highlights

Balla along with Florencia, planned activities for Cesar Chavez Day of Service.

Sindelar put together a great series films for Spring Break. She came up with the idea to show some of the old, live action Disney films and marketed them as Classic Disney. We averaged about 12 attendees which is very good for not-so-recent DVDs.

Laura Grandau presented another free Fun with Math workshop for parents and children. The highlight was two grandparents who had planned to attend with their grandson. When his parents made other plans for him they opted to attend without him. Both remarked how useful it was for them and how glad they were that we had this program.

Training and Continuing Ed

Balla attended Spanish Language classes and Evanced Spaces training. Balla also attended the Big Read author lecture.

Bojda worked the service desk while a number of children's room staff attended a Beanstack Demo. Beanstack is a relatively new, curated early literacy product that provides parents of young children with reading recommendations. They also have an online summer reading component that is under construction. Since there is not much content for older children, teens or adults, yet, it won't serve our purposes as it stands currently. I think it is worth keeping an eye on.

Kennelly attended NIU Children's Literature festival.

A number of Children's Room staff attend training for Signup and Spaces.

Outreach and Community Engagement

Bojda and Antolin attended EC2C meetings to discuss the Diverse books drive. Laura put together the list for elementary students while Bojda was on vacation.

Antolin and Kaufmann attended EVANstem and made connections with a D65 math teacher who wants to work with us to support family math learning.

Other Activities

Balla and Meyer worked on preparation for our Poetry Scavenger Hunt for school-aged children and Spring Words nursery rhyme activity for our pre-readers for April.

Kennelly selected and ordered board books for the home visitors who are a part of Community Works.

Wilson worked with our NU work-study student to shift some collections to create more space to display our beginning Chapter Book collection.

Meetings:

Bojda attended LACONI YSS board meeting to plan for the IYSI conference in Normal.

From Renee Neumeier:

Teen Services Highlights include:

Teen Services Highlights:

This month we said farewell to Teen Services team member, Kayla Freeman, who has changed jobs in order to have more evening and weekend time available to do performance art. Kayla will still be covering her Outside the Lines book discussion and Improv Club sessions through May. She will also remain on the sub list for teen services.

Livability Series:

Ashley Hamernik and Renee Neumeier presented an intro to 3D printing and design class for the City of Evanston's Livability series 18 people attended the session many of them were from 311 and facilities management. We got really positive feedback about the sessions and the attendees seemed to enjoy and made some cool projects we're printing out for them to keep. The City asked if we might be interested in doing another session in the future.

Programming:

Programming at Library Branches:

Branch staff, teen staff and childrens staff met to discuss programming issues at both branches and to brain storm new ideas for the fall. Teen programming has not been successful on Saturdays at either branch. Also branch programming seems to attract a wider age range. It was proposed that in the fall the branches will over programming that appeals to a broader range of youth on days off/half days of school. Some issues included staffing, but childrens and teen services will work together to address that issue.

Outside the Lines Book Club:

This month attendees from the first session brought friends along to the second discussion which focused on Simon and the Homo Sapiens Agenda. The teen facilitated much of the discussion themselves and Kayla helped guide it back to the book and worked to include everyone.

Community Engagement:

Diverse Book Drive with Cradle to Career

Representatives from childrens services, teen services, adult services and outreach have been working with Sheila Merry and other members of Cradle to Career on putting together a diverse book drive to provide reading materials to youth attending at adults working at the summer camps at Robert Crown, Fleetwood and Ridgeville. The City of Evanston's summer camps have committed to setting aside 20 minutes each day for campers and staff to read either individually or aloud. The book drive will support purchasing a list curated by EPL staff that is representative and appealing to the youth

attending the camps and the staff. It is important that we don't just give books to kids, but that the adults in their life are also reading role models so they see that lifelong reading is important. Since EPL already has a free book distribution program we seemed like the best organization to host this program. Renee Neumeier has been coordinating meetings to discuss how the fundraising for this will tie into EPL's other planned efforts for the summer and how the library will handle collecting, purchasing and storing books from this drive. This effort really aligns with what EPL has been working over the years with the summer camps and the community.

Parent Chrome Camp with ETHS

As part of the EPL's new adult digital literacy assessment/pilot we reached out to ETHS to partner on a program that would focus on teaching Evanston parents about Google apps, Chromebooks and why both districts have been moving in that direction.

Through this program we hope to give parents a basic understand of Google Apps, social media and others tools their kids might be utilizing. Sessions will be offered in Spanish and English. There will be pre and post assessments so we can see if the sessions had the intended results and we can also gauge what future sessions we can offer. Teen Services has been working as the liaison between EPL and ETHS.

EvanSTEM

Renee Neumeier and EvanSTEM coordinator completed at submitted a Motorola Solutions to found a large expansion of the STEM Teacher Kits, that includes professional development, curriculum tie ins and offering the kits to out of school providers as well.

EvanSTEM is also coordinating a STEM Festival in the 5th ward in May. EPL will be running activities during the festival for both kids and teens and will also staff a booth to let families know about summer opportunities EPL will be offering related to STEM.

Summer Reading:

In March the draft of the summer reading/programming booklet was completed and proofed by EPL staff. The booklet was then sent to be translated into Spanish. The reading logs were also completed are in the process of being proofed by staff. The summer reading website was also updated with the log and directions for the 2016 program.

Professional Development:

Illinois Youth Services Institute

Renee Neumeier and Ashley Hamernik attended the first Illinois Youth Services Institute in Bloomington Normal. Renee presented at the conference with her colleagues from Tinker on circuitry programming. Ashley and Renee got some great ideas from the conference that they would like to pilot at EPL in the future. There was more than one program that focused on gardening and Ashley and Renee would love to create and maintain a garden with teens at EPL. One library used a community garden as a way to engage their teens and provide them with volunteer opportunities. One program that Renee attended focused on teen volunteer programs and provided her with ideas on how to revamp the Teen Advisory Board in order to encourage more involvement and accountability from the teens. For example having officers on the Teen Advisory Board or having volunteer activities for things they're really interested in and that will also help them grow as people.

A session Ashley attended gave her idea on how to great support materials for STEM kits will be circulating. Instead of creating boring manuals or instructions a group at CPL made their instructions comics instead. Ashley also got some ideas on how to improve the structure of our sewing programs.

Community Outreach Highlights from Jill Skwerski include:

- On March 10, we hosted our final Navigating Real Life Diversity program, which has been a 2 year collaboration with the District 65 PTA Council. Around 70 community members came to the library to hear local historian Dino Robinson from the Shorefront Legacy Center present stories covering the rich history of Evanston's Black Community from 1850 to today. A rich Q & A session followed the presentation. Particularly gratifying to me was the presence of several residents from Primm Tower, who have been doing genealogical research as part of computer class. They were delighted to hear the presentation and one gentleman was able to connect with a schoolmate he hadn't seen in decades!
- On March 19, we held an expungement event in the Community Meeting Room. Over 40 attendees attended this session, run in collaboration with the Moran Center, to educate themselves about the importance and process of clearing criminal records. Although no records were expunged or sealed at the event, following the records relief presentation, Moran Center staff attorneys and volunteers were available to meet with attendees individually to begin the record-clearing process. The next program in this "series" will be on the topic of re-entry for those who have been incarcerated, their family members and members of the community. (Date not set.)
- Computer classes at Blake and Primm wrapped up for the spring session and will have a short break before resuming in May. GED classes and visits to the Produce Mobile, Hillside Pantry and Three Crowns Park continue.
- I tend not to mention regular meetings and action groups that I'm involved with, but here are just a few of the many as a point of reference:
 - EPL Digital Literacy Team
 - COE Obesity Action Team
 - Youth Technology Corps Advisory Board
 - IL DCFS bi-monthly team meeting
 - EC2C Diverse Book Drive Action Team

Adult Services highlights include:

- On March 26, Betsy Bird hosted 30 book enthusiasts for:

EPL Literary Salon: Ethics in Nonfiction for Kids

Do we hold our nonfiction for children to different standards than we do our informational texts for adults? When you're trying to make something fun for kids to read, where do you draw the line between fact and fancy? Join four of the most experienced nonfiction authors for children, Candace Fleming (THE FAMILY ROMANOV), Judith Fradin (THE PRICE OF FREEDOM), Barb

Rosenstock (THE NOISY PAINTBOX), and Sally M. Walker (WINNIE) in a discussion of the increasingly complex and exciting world of nonfiction for children

- Big Read book discussions and film presentations continued in March both within the library and at locations throughout Evanston.

Upcoming events of note:

The Black Male Experience in Evanston: a Panel Discussion

Saturday, April 23, 4-6 pm, Community Meeting Room, Main Library

What is it like to be a Black male in Evanston? Join us in this panel discussion as we explore the history of the Black Male in Evanston, their current experience, as well as challenges and opportunities this poses for Evanston in the future. Come hear personal testimonies as well as what the latest research says of race relations among Evanston families, in our institutions, and across our communities. Share in exceptional stories of exceptional men whose experiences shed light and questions on race relations today. Panelists include Bennett Johnson, President, Path Press, Inc., Lionel Jean-Baptiste, Circuit Court Judge of Cook County, Dino Robinson, Founder of Shorefront and the [Shorefront Legacy Center](#), Dereck Woods, 28-year volunteer coach of F.A.A.M. (Fellowship of Afro-American Men), and co-founder, [Black Men Against Violence](#), and Nathan Norman, Youth/Young Adult Outreach Worker, [City of Evanston Illinois Government](#).



EPL & ETHS Present: Chrome Camp - Parent Edition



Saturday, May 7, Registration 12-1 pm, Keynote and sessions 1-3 pm, Bacon Computer Lab, Evanston Township High School

If you want to better understand the type of technology your child is using everyday and begin to master it yourself, then checkout this hands-on program offered by ETHS and the Evanston Public Library. The afternoon starts off with a captivating keynote and then you can customize the rest of it by selecting the sessions

that best fit your needs. Options include sessions on Gmail, Google Drive, social media and to how learn just about anything using online tools. Light refreshments will be provided, please register in advance, but you're welcome to drop in the day of the event. [Register now](#) or drop in the day of the event. Sessions will be available in Spanish.

Excerpts from Patron feedback:

- From Jessica Iverson:

Hosting a Lego Family Night over spring break was a hit. Our numbers were up and new families came out. There were many families where English is their second language. This type of family play does not require the ability to speak a certain language. Because it happened over spring break week, I think it worked well for families to come out and join in! It continues to be great seeing adults building along with their kids, but also kids joining building forces with other kids, even ones they've just met!

- From Martha Meyer:

Two of the children I saw at LEAP came in to check out books about post office with their DADS!

- From Brian Wilson:

Father told me that his sons have become avid readers and he thanks EPL for our programs and for our collections, saying they contributed to his children's love for books.

- From Lorena Neal:

I wanted to mention that I spoke to a patron yesterday while signing her up for the next Law @ The Library program, and she mentioned that she had been to the MENA discussion on Syria on Monday, and she was very impressed with the quality of our programming. She said that she lived nearby, but hadn't been involved with our library much, but after hearing about the MENA programming and looking at more of our offerings on our website as a result, she is going to start engaging more, because she likes so much of what we are doing. I thought I would pass that along!

- Regarding a program we hosted for Sen. Daniel Biss, Reps. Robyn Gabel and Laura Fine: Documentary and Discussion: "Making a Killing: Guns, Greed, and the NRA"

The film tells the stories of five families and communities affected by gun violence. It covers the issues of domestic violence and background checks, suicide and waiting periods, unintentional shootings and safety solutions, mass shootings and mass ammunition sales, trafficking and the case for stronger federal laws around gun sales with bad-apple dealers. community discussion to follow.

Dear Lesley,

As I sat in another wonderfully informative EPL program last night, I remembered that I

have long intended to write you a note about the fine job you did several weeks ago with the film and forum on gun safety.

That program was so wisely structured...assuming traditional Second Amendment activists and gun "control" advocates would benefit from and maybe even find common ground rooted in a film about gun safety. Your guidance to the group before the film and again before opening the forum section following it was very skillfully offered. Its strength was manifest in the conversations that followed.

All together I was delighted both that EPL chose to host a program on such a traditionally controversial topic and that it went so smoothly and richly thanks to your overall facilitation! Thank you!

My thanks to the Evanston Police Department and our EPL Security team for greeting our guests and helping everyone to feel welcome and comfortable and to Lesley for welcoming everyone.