



MEETING MINUTES
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES
Wednesday, June 20, 2018
6:30 P.M.
1703 Orrington Avenue, Barbara Friedberg Storytelling Room

Members Present: Rachel Hayman, Margaret Lurie, Vaishali Patel, Benjamin Schapiro, Sandra Smith

Members Absent: Socorro Castro, Tori Foreman, Adam Goodman, Shawn Iles

Staff: Karen Danczak Lyons, Teri Campbell, John Devaney, Connie Heneghan, Bridget Sweeney

Presiding Member: Benjamin Schapiro, President

ALL TO ORDER/DECLARATION OF QUORUM - President Schapiro called the meeting to order at 6:31 pm.

CITIZEN COMMENT – None

CONSENT AGENDA

- A. Approval of the May Bills and Payroll and Minutes of May 16, 2018 Board Meeting** – Trustee Smith moved to approve the Bills and Payroll and the minutes of the May meeting. Trustee Lurie seconded the motion and it was approved by voice vote.

INFORMATION/COMMUNICATIONS

- A. Oath of Office** – Rachel Hayman was sworn in as a new Trustee
- B. Proclamation** – Sandra Smith was recognized for her years of service on the Board of Trustees and thanked for her impact on the community
- C. Robert Crown Branch Library Project Update** – Andy Tinucci of Woodhouse Tinucci Architects presented plans for the new Robert Crown Community Center. He shared mock-ups of the 15 acre parkland and 130,000 square foot building. The new library branch will be located on the first floor adjacent to the lobby and will include a book collection, children’s section, meeting rooms, a kiosk to pick-up holds, and a reading garden. The new library will be larger than the two other branches combined and it will likely be a popular branch. Director Danczak Lyons shared that the public groundbreaking is scheduled for July 13.

- D. **Future of Book Sale** – Director Danczak Lyons shared that the book donation boxes will soon be installed. Library staff and volunteers will also be present at Evanston Recycles on July 7.

LIBRARY DIRECTOR'S REPORT

- A. **Director's Report**- Director Danczak Lyons shared that over 3,000 people have registered for Summer Reading Program

STAFF REPORT

- A. **Administrative Services Report** – Assistant Director Campbell reported that Library spending is on track- 47% of revenue has been received and 35% of projected budget has been spent. Planning has begun for the FY19 budget and the Library is planning for an increase between \$121,000-163,000 for salary, IMRF retirement, and health insurance costs. The Library will also be represented in the AFSME negotiations with the City. In addition, the Library has welcomed a new part-time Library Clerk, Security Monitor, and Community Engagement Library Assistant. The Library said goodbye to Sharon Yore and Jessica Ticus. Social worker Justine Janis will also be leaving the Library and a new social worker will join the team.
- B. **Neighborhood Services** – Neighborhood Services Manager Connie Heneghan presented an overview of the North and Chicago and Main (CAMS) branches. The North branch was renovated last year and is more useable now. The CAMS branch is small and is “very good at making a lot out of a little.” There is unique programming at the branches, including book groups and early literacy activities, as well as an increased effort to coordinate with the Main branch. Branch partners include Central Street Business Association, Central Street Neighbors, Main-Dempster Mile, Foster Senior Group, St. Athanasius, and Lincoln School. Trustee Lurie asked about the impact of the new Robert Crown branch on CAMS. Heneghan said it remains to be determined.

BOARD REPORTS - none

BOARD DEVELOPMENT – none

UNFINISHED BUSINESS – none

NEW BUSINESS

- A. **Election of Officers** – Trustee Shapiro was nominated for President, Trustee Smith was nominated for Vice President, Trustee Patel was nominated for Secretary, and Trustee Iles was nominated for Treasurer. Trustee Smith

- motioned and Trustee Lurie seconded. The slate of officers was approved by voice vote.
- B. Appointment of Committee Members** – Committees were discussed and Trustee Hayman will select which committee to join at the next meeting.
 - C. National Able Lease Renewal** – Renewal of the National Able lease for the third floor space was approved by roll call vote. Trustee Patel motioned and Trustee Smith seconded.
 - D. Fees for use of Falcon and Seminar Rooms** – Fees for rental of the third floor Falcon and Seminar rooms, along with increases in room rental fees in 2019 was approved by roll call vote. Trustee Hayman motioned and Trustee Patel seconded.
 - E. Communications and integrated media relations agreement renewal** – Renewal of the contract for Steve Johnson, media and marketing consultant, was approved by roll call vote. Trustee Hayman motioned and Trustee Smith seconded.

CLOSED SESSION

The Board moved to Closed Door Session at 8:14pm to discuss the Library Director Evaluation Process. President Schapiro motioned and Trustee Smith seconded.

ADJOURNMENT – President Schapiro moved to adjourn the meeting at 8:47pm. It was approved by voice vote.

Respectfully Submitted,

Vaishali Patel

Next Meeting: Wednesday, July 18, 2018 at 6:30 pm Evanston Public Library, Community Meeting Room.

Library Director's Report June 20, 2018

Updates:

- Books On Wheels (Julie Rand) signed up 2 new patrons during May, 2018.
- NASA@mylibrary grant continues. Children's has a Women Scientists scavenger hunt going on at present. Kim Daufeldt, our grant manager continues to have training and attended a webinar in May. She is working with Jill Skwerski to conduct a community conversation. Hilda Gonzalez and Kim will be conducting a joint Bilingual Storytime/NASA program on June 16 and July 14.
- From Robin Sindelar:

Sunday Funday Movie Planning: ACCESS, ENGAGEMENT, LEARNING AND LITERACY, INNOVATION

Future Dates

Spent some time rethinking our family film program for the weekend. We have so many successful programs on Saturdays now – how can we provide movies to families in a more mindful way? For the summer we will try to provide movies on Sundays, calling the program the Sunday Funday Movie- we will have family friendly movies and a small craft or activity the families can do here with us or take home and do together later. I am hoping this will provide families with some relaxing together time, use our space on Sundays, and relieve confusion on the days the CAMS branch shows movies on Saturdays.

Assessments, Metrics and initiative results:

Computer/Internet Use													
	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	FYTD
Main	4,080	3,741	4,097	3,654	3,855								19,427
North Branch	191	217	240	213	200								1,061
CAMS	467	440	470	438	411								2,226
Computer Lab	154	134	160	165	160								773
Overall Computer/Internet Use	4,892	4,532	4,967	4,470	4,626	-	-	-	-	-	-	-	23,487
Website Visits													
All Location	45,235	39,492	43,240	44,751	43,730								216,448
Wifi Users													
All Location	27,000	26,870	31,167	31,427	31,000								147,464
Library Visits													
Main	40,320	35,827	42,159	37,666	37,202								193,174
North Branch	3,798	3,593	4,162	3,790	3,552								18,895
CAMS	3,362	3,338	3,893	3,479	3,962								18,034
Overall Library Visits	47,480	42,758	50,214	44,935	44,716	-	-	-	-	-	-	-	230,103

Upcoming events of Note:

- Food Security in Evanston: What can We Learn from Other Communities - Join us for part 3 of a 4 part community discussion around hunger and issues of food security in our area. Wednesday, 6/20, 6:30pm, Community Meeting Room.
- Family Focus/EPL/CEP: Jointly sponsored cookout, summer reading, financial literacy event featuring EPL book bike and CEP Progress on the Go Bus. Thursday, July 19, 3-7pm in Family Focus parking lot.
- LifeSource blood drive will return to EPL on Saturday, June 23, 11am - 4pm, Community Meeting Room.
- Children's Services is holding its second Beatles Sing Along Event on July 6 from 4-5 p.m. We have found that Beatles music is known and enjoyed by all the cultures in our community.

Excerpts from Patron feedback:

Martha Meyer presented nature books at the Inspiring Nature Play Conference at the Botanic Garden and received a number of notes from participants who received a bibliography compiled by Martha and Bobbi Scheff. Here's one:

Hi Martha,

Many thanks for a copy of your bibliography. I'll be ordering some of the books for the Lenhardt Library.

Best,

Leora Siegel

Senior Director, Lenhardt Library

From: Jessica Iverson:

While not exactly feedback, this is just too cute not to share:

A mid-elementary boy approached me looking for books on monsters. As we continued to talk, we narrowed it down to "king kong" kind of monsters, and godzilla. After taking him over to the stacks and offering him a few "monsters in the movies" books including zombies, werewolves and Frankenstein he asked, "Wait, so monsters aren't real?" I assured him that they were not. Not sure whether this news was a disappointing or a relief...Either way, he was excited to have books to pour over!