



MEETING MINUTES
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES
Wednesday, June 19, 2019
6:30 P.M.
North Branch, 2026 Central St.

Members Present: Adam Goodman, Rachel Hayman, Ruth Hays, Denia Hester, Shawn Iles, Margaret Laurie, Vaishali Patel, and Benjamin Schapiro

Members Absent: None

Staff: Karen Danczak Lyons, Teri Campbell, Wynn Shawver, Connie Heneghan, John Devaney, Heather Norborg, Donny Westphal and Kim Hegelund

Presiding Member: Benjamin Schapiro, President

Call to order/Declaration of Quorum- President Schapiro called the meeting to order when a quorum of Trustees was achieved at 6:37 pm.

Citizen Comment: None

Consent Agenda:

- A. Approval of the Bills and Payroll and Minutes of the May 15, 2019 Board Meeting-** Trustee Goodman made the motion, Trustee Hays seconded, and it was approved by voice vote.

Information/Communications: Together, We are the Library

- A. “ When do we move beyond providing Access to Opportunity and Library Programs and Services and judge success by the level of Engagement by residents of all ages?”** Director Danczak Lyons has asked the Board to consider the question as we consider the gaps we find, how we fill them and the data we gain from these programs and services.
- B. “Exploring the use of GIS to understand Out of School Learning Opportunities in Evanston” Presentation by Dr. Nichole Pinckard.** Dr. Nicole Pinckard shared how Northwestern University, District 65, Evanston Public Library and local organizations that provide out-of-school-time programs are working together strategically while collecting data to help improve efficiency and meet need. Dr. Pinckard’s team has developed a platform used by D65 students, for grades 3 and up, and their parents to connect learning opportunities, engage students in their interests, including STEAM/STEM programming, hobbies, sports, etc. The data further allows organizations to understand and address structural issues related to demand, scheduling, transportation, etc.

Equity, Diversity and Inclusion:

- A. Joint Committee (Update):** EPL received 40 applications to which the internal EDI committee and Trustees recommend 15 for consideration. The committee, staff and Trustees will select 6 candidates and 2 alternatives potentially at the July board meeting, or by the end of the month.

Library Director's Report (Distributed in Advanced): Director Danczak Lyons sent out an invitation for the Board to join her at the Robert Crown site where a tour will be given. Summer Learning is off to a great start with 2,470 registered in the first few weeks of the program. Our MENA program has ended for the 2018/19 season with 566 attendees at 7 lectures. CAMS will be featuring the fabulous Coco Sho'Nell for Drag Queen Storytime on June 22nd. A listing of the SCORE business lectures for 2019 can be found [here](#)

Staff Reports:

- A. Administrative Services:** Assistant Director Campbell shared with the Board that hiring continues for two Technology Associates position on the Innovation & Digital Learning Team. We welcomed Avery Kalyn as a Library Clerk and Kathia Muniz-Rios as a Shelves in Access Services. Revenue has reached 50% of the total budget while spending is at 40%.

- B. Facilities:** Facilities Manager John Devaney introduced members of the Security and Maintenance staff to the Board detailing their roles and responsibilities. He provided an update on Capital Improvement Program (CIP) progress.

Board Report:

- A. Development Committee:** With regard to the memorandum of Understanding between the Friends of the Evanston Public Library and the Library, discussion continues. The next review will take place during next month's board meeting.

Board Development: RAILS will be providing training on August 3rd "RAILS 101 Trustee Training". Also, at the October 24th ILA Annual Conference there will be a "Trustee Day"

Unfinished Business: None

New Business:

- A. Election of Officers (ACTION):** The Nominating Committee recommends the following appointments to the Library Board: Shawn Iles is nominated to be the next President of the Board, Ben Shapiro Treasurer, Ruth Hays Vice President and Vaishali Patel will continue as Secretary. Moved by Trustee Lurie and seconded by Trustee Hayman and approved by voice vote.
- B. Appointment of Committee members (Discussion):** President Schapiro recommended the addition of EDI- Task Force to the committee list and to move appointments to the July meeting.
- C. National Able Lease Renewal (Action):** The renewal of the National Able Lease will increase by 2%. Upon motion by Trustee Goodman and second by Trustee Hays it was approved by a roll call vote.
- D. Prefabricated wall creation of meeting space in Main Library (Action):** Staff recommends the Library Board authorize the Library Director to execute a sole-source agreement with Forward Space in the amount of \$45,686.75 for the purchase and installation of one glass pod containing four meeting rooms; fully furnished with tables and chairs. The additional collaborative space will help meet patron demand for individual and group needing study/meeting spaces on a preassigned and immediate bases, based upon availability. The additional meeting rooms will be available through the Communicate reservation system. Trustee Iles moved, Trustee Patel seconded the action which was approved by a roll call vote.

Executive Session:

- A. The Board Meeting moved into Executive Session to discuss the Library Director's contract and Evaluation at 8:43pm by Ben Schapiro and seconded by Ruth Hays.

Adjournment:

Motion to adjourn was made by Margaret Lurie and seconded by Ruth Hays. Meeting adjourned at 8:52 pm.

Respectfully submitted by
Kim Hegelund