



MEETING MINUTES
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES
Wednesday, August 21, 2019
6:00 P.M.
Main Library, Community Meeting Room

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

Members Absent: Margaret Lurie

Staff: Karen Danczak Lyons, Teri Campbell, Jan Bojda, Wynn Shawver, John Devaney, Tim Longo, Jose Maldonado, Donny Westphal and Kim Hegelund

Presiding Member: Shawn Iles, President

Call to order/Declaration of Quorum- President Iles called the meeting to order when a quorum of Trustees was achieved at 6:33 pm.

Citizen Comment: None

Consent Agenda:

- A. Approval of the Bills and Payroll and Minutes of the July 17, 2019 Board Meeting-** Trustee Schapiro made the motion, Trustee Hayman seconded, and it was approved by voice vote.

Information/Communications: Together, We are the Library

- A. Access Services:** Access Service Manager Tim Longo and Circulation Manager Jose Maldonado shared with the Board how the priorities for the department are proceeding for 2019. There has been significant growth in our digital footprint. We are now circulating over 100 hot spots and there are 356 registered users with a lifetime circulation of 3,191. The pilot program "Pop-Up Library" with Baker and Taylor where five pop-up locations around Evanston provide immediate access to ebooks. Sites currently can be found at Fleetwood Jourdain, St. Francis Hospital, Robert Crown Center, Erie Family Health Center and the EPL Mobile Library. With the increase of digital users on Kanopy, Hoopla and Libby collection development funds have been increased to the digital platforms to provide more users with access. The library has also seen an increase in our overall circulation numbers to above 1 million for the last three years and this year looks to top 1.2 million circs. With the increase in circulation and usage the current budget is not able to keep up with the demand of our patrons and will be part of the focus for priorities in 2020
- B. Re-imagining library service in Evanston:** Director Danczak Lyons asked the Board to discuss and consider during breakout sessions where we can build upon our current assets; what our service to the 5th, 8th and 9th Wards look like; where to provide service or additional resources to underserved populations and what role the Mobile Library plays in serving patrons. Johanna Leonard, AICP, the COE Deputy Director of Community Development, presented the Board with maps, demographic and census information covering change in Evanston over the last 30 years. These maps along with

the ABCD training ([Ron Dwyer-Voss](#)) and Dr. Nicole Pinckard's presentation on GIS are to be used to assist in discussions and provide detailed information to the questions Director Danczak Lyons has posed to the Board.

Equity, Diversity and Inclusion:

- A. Joint Task Force:** The newly established Racial Equity Task Force includes 8 community members, 2 board members and 4 staff in rotation and meets twice monthly. RETF members will begin by agreeing upon the areas to focus efforts and set goals. EPL's internal Equity Diversity and Inclusion (EDI) committee comprised of staff representing each department meets monthly to make recommendations concerning policy, training and procedures.

Asst Director Campbell encouraged all to visit the Morton Civic Center and view the traveling installation of '[Undesign the Redline](#)' now until October 20th, 2019. Staff and board members will participate in a two day [symposium](#) on Social Justice and Public Libraries: Equity Starts with Us held at the Harold Washington Library Center.

Library Director's Report (Distributed in Advanced): Director Danczak Lyons shared with the Board the Mission Impossible: 10 Kick-Off Lecture. For the tenth year of this program, we have chosen to read 3 novels by **James Baldwin**. The kick off lecture will feature [Dr. E. Patrick Johnson](#) from Northwestern University, where he is Chair of the Department of African American Studies, Carlos Montezuma Professor of African American Studies and Performance Studies, and Director of Black Arts Initiative. Paula Shapiro and Katy Jacob hosted two sessions of *Escape Rooms* at the North Branch with a total of 17 participants. Participants had to work together to solve problems in order to escape. October 4th is the date of the next Human Library event. The MENA lecture on September 30 will be on Documenting Syria.

Staff Reports:

- A. Administrative Services:** Asst Director Campbell shared with the Board that we welcomed many new hires. Jason Orr and A. Chijoke Williams, Technology Associate, Louise Tripp, Early Learning and Literacy, Katy Jacobs, Lifelong Learning and Literacy Librarian, Kathia Muniz-Rios, Access Services Shelver. Offer letters to the open Grant and Partner Associate and Access Service Clerks are being processed. Posting for the Robert Crown Library will be happening shortly. Operating costs are at 54% of estimated budget, and revenue collection reached 68%.

Board Report: Trustee Hayman, Schapiro and Soto attended "RAILS 101 Trustee Training".

Board Development: On October 24th "Trustee Day" training is offered at the ILA Annual Conference.

Unfinished Business:

- A. Appointment of Committee members:** The Appointment of Committee members was discussed and moved for acceptance based upon changes by Trustee Iles and seconded by Trustee Patel and approved by voice vote. They are as follows:

Evanston Public Library
Board of Trustees
Committee Membership 2019-2020

Executive Committee

Shawn Iles (Chair as President)
Ruth Hays (as Vice President)
Vaishali Patel (as Secretary)
Benjamin Schapiro (as Treasurer)

Finance Committee

Benjamin Schapiro (Chair as Treasurer)
Shawn Iles (Ex-Officio)

Management Committee

Adam Goodman (Chair)
Margaret Lurie

Facilities Committee

Benjamin Schapiro
Ruth Hays
Denia Hester

Development Committee

Margaret Lurie (Chair)
Rachel Hayman

Endowment Investment Committee

Benjamin Schapiro (Chair as Treasurer)
Shawn Iles
Peter Hemwall

Board Development Committee

Rachel Hayman
Ruth Hays

New Business: None

Adjournment:

Motion to adjourn was made by Trustee Schapiro and seconded by Trustee Hayman. Meeting adjourned at 8:52 pm.

Respectfully submitted by Kim Hegelund

Liaison to Evanston Nursery and Pre-K Schools

Rachel Hayman

Liaison to School District 65 and Evanston Township High School District 202

Vaishali Patel

Liaison to Northwestern University

Adam Goodman

Evanston Public Library Friends

Vaishali Patel

Racial Equity Task Force

Rachel Hayman
Terry Soto

Board Nominating Committee

Appointed each April

Director Evaluation Committee

Adam Goodman (Chair)
To be appointed