

HIGHLAND PARK PUBLIC LIBRARY  
Board of Trustees Meeting - VIRTUAL  
September 8, 2020

CALL TO ORDER

President Basofin, presiding, called the meeting to order at 7:01 p.m.

ATTENDANCE

**Members Present:** Erik Anderson, Rich Basofin, Rich Coplan, Joel Hurwitz, Marty Kinczel, Barbara Mazur, Rob Olian, Nancy Sawle-Knobloch, Carol Wolfe

**Members Absent:** None

**Others Present:** Chad Clark, Dan Kaufman, Pamela Siegel

APPROVAL OF MINUTES

**Mr. Olian moved and Ms. Sawle-Knobloch seconded a motion to approve the August 11, 2020 minutes, August 11, 2020 Bill List, and the August 2020 Financial Reports on the consent agenda. The motion passed unanimously.**

Ayes: Anderson, Basofin, Coplan, Hurwitz, Mazur, Olian, Sawle-Knobloch, Wolfe

Nays: None

MOTION CARRIED

Mr. Kinczel arrived at 7:06 p.m.

COMMENTS FROM THE PUBLIC

A letter was received from a Highland Park resident regarding a Black Lives Matter poster in the Library. The poster was displayed for three weeks and then taken down. The Board discussed the content of the letter and the solidarity statement on the Library website with the tagline of BLM. It was suggested that the tagline be removed immediately, and although the statement could be edited, it should also be removed at this time. Mr. Clark agreed to remove the statement and tagline from the website. The Board also discussed that statements like this should probably be reviewed by the Board prior to posting. The Operations & Policy Committee will meet to develop guidelines and policies for future postings. Mr. Hurwitz recommended drafting a response to the resident telling her what has been done in response to her letter.

Ms. Sawle-Knobloch left the meeting at 7:40 p.m.

REPORT OF THE PRESIDENT

President Basofin's report included the following:

- Mr. Olian, Mr. Clark, and President Basofin will attend a City budget discussion on September 29.
- John Keister & Associates has received 810 applicants for the Executive Director position. They will continue speaking with candidates through September. The Board will be more involved in the search process the first or second week of October.

REPORT OF THE INTERIM DIRECTOR

Mr. Clark's report included the following:

- The front step restoration project was completed. Repairs were also made to the seal pool.
- The Library app is in beta version. Updates are being done and will be rolled out to the public when testing is complete.

- Palatine and Grayslake were added to the library consortium over Labor Day weekend. This adds an additional 60,000 unique titles to the collection.
- The REALM study conducted by the Library of Congress increased the quarantine of books from 4 to 7 days after testing stacks of books.
- Resignations were received from an ERR Librarian and a Membership Services Assistant last month. Mr. Clark would like to formalize exit interviews in the future.
- District 112's librarian is interested in giving access to the Library's resource, Kanopy, to every student in the district. Kanopy allots 10 downloads per month and each one has a cost of \$2 to \$7. Mr. Olian suggested asking the schools to share funding. Mr. Kinczel questioned whether COVID grant money is available. Councilman Kaufman recommended asking the schools to share funding first.

#### REPORT OF THE OPERATING AND POLICIES COMMITTEE

Mr. Kinczel reported that the Committee met to discuss the policy on fines. The Committee reviewed CCS reports and found the loss of revenue would be insignificant. Holding onto books was less of a concern for youth materials and the Committee does not want to see children lose library access because of their parents' economic situation. The Committee recommends a three-month trial of going fine free on Children's materials beginning October 1.

Mr. Clark recommended that adult fines be instituted again October 1. There is a 45-day window on late items before a patron is required to pay for lost material or lose library privileges.

Councilman Kaufman suggested the Board develop guidelines to waive fees for families who are unable to pay fees or new book costs.

**Ms. Masur moved and Mr. Kinczel seconded a motion to adopt the Committee's recommendation of a three-month fine free policy on Children's materials. The motion passed unanimously.**

#### OTHER COMMITTEE AND LIAISON REPORTS

None

#### OLD AND NEW BUSINESS

None

#### ADJOURNMENT

Ms. Hurwitz moved and Ms. Wolfe seconded a motion to adjourn the meeting at 8:10: p.m. President Basofin, presiding, adjourned the meeting at 8:10: p.m.

Submitted by: Pamela Siegel