

HIGHLAND PARK PUBLIC LIBRARY
Board of Trustees Meeting
March 14, 2017

CALL TO ORDER

President Aufox, presiding, called the meeting to order at 7:02 p.m.

ATTENDANCE

Members Present: Jerry Aufox, Les Axelrod, Rich Basofin, Donna Fletcher, Lela Hersh, Marty Kinczel, Laura Knapp, Rob Olian, Lane Young

Members Absent: None

Others Present: Jane Conway, Cindy Feng, Dan Kaufman, Pamela Siegel

APPROVAL OF CONSENT AGENDA

Mr. Young made the following correction to the February 14, 2017 minutes:

Mr. Kinczel moved to remove the approval of the FY17 Budget Amendment from the consent agenda.

Mr. Axelrod moved and Mr. Basofin seconded a motion to approve the February 14, 2017 minutes and the February 2017 Bill List and Financial Reports. The motion passed with Mr. Young abstaining from the approval of the minutes.

Ayes: Hersh, Knapp, Fletcher, Kinczel, Basofin, Olian, Axelrod, Aufox

Nays: None

MOTION CARRIED

Discussion regarding the FY17 Budget Amendment followed.

Mr. Axelrod moved and Mr. Basofin seconded a motion to approve the amended budget. The motion passed by a majority with Mr. Young and Mr. Kinczel abstaining.

Ayes: Hersh, Knapp, Fletcher, Basofin, Olian, Axelrod, Aufox

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

None

President Aufox introduced Chad Clark, New Media Manager, and Jessica Speer, Youth Services Manager. They each presented their departmental expansion needs. Mr. Clark's priorities included a learning lab, makerspace, storage, and office space. Ms. Speer's presentation included general overall improvements, safety and security, patron spaces, program spaces, patron computing, collections, and staff spaces. Questions and discussion followed.

President Aufox asked the student liaison, Ms. Feng, to complete her presentation on high school students' library needs by the end of May.

REPORT OF THE PRESIDENT

President Aufox's report included the following:

- The Budget and Finance Committee recommends using the recent \$125,000.00 gift to establish a library foundation. The Committee proposes that the current Library Board recruit at least five residents to serve on a library foundation board.

Mr. Axelrod moved and Ms. Hersh seconded a motion to begin recruitment of five members to serve on a Library Foundation Board. The motion passed unanimously.

- City and library staff reviewed 17 proposals from architects for space planning services. Four firms will be interviewed. President Aufox reminded the Board that they had agreed to contribute up to \$30,000.00 for the planning process. President Aufox queried the Board on whether they would consider spending more than \$30,000.00 for architectural fees. Approval of the contract and any additional funding beyond the \$30,000.00 threshold will be added to the April agenda.
- The Historical Society has not set-up a new phone service or mailing address.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Conway's report included the following:

- Ms. Knapp and Library/City staff met this morning to select the four finalists for the space planning project. Interviews will take place next Tuesday from 1:00 p.m. to 5:00 p.m.
- Ms. Conway and Ms. Siegel met with the City's financial department staff to revisit the City's 2013 Shared Services Study recommendation that the City provide payroll services to the library. The City needs to do further investigation into the feasibility and cost benefit of this recommendation.
- The Mayor asked Ms. Conway to meet with high school students who are seeking a site for an immigration mural. Following discussion, the Board recommended denying the request due to space constraints, lack of detailed plans, and a short completion timeframe.
- The Highland Park Bank & Trust has given the Library \$2,500.00 for the Fall 2017 Author Series.

OTHER COMMITTEE AND LIAISON REPORTS

None

OLD AND NEW BUSINESS

None

ADJOURNMENT

Mr. Young moved and Mr. Olian seconded a motion to adjourn the meeting at 8:31 p.m. President Aufox, presiding, adjourned the meeting at 8:31 p.m.

Submitted by: Pamela Siegel