

HIGHLAND PARK PUBLIC LIBRARY
Board of Trustees Meeting
May 9, 2017

CALL TO ORDER

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

ATTENDANCE

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

Members Absent: Jerry Aufox

Others Present: Helene Bjorseth, Jane Conway, Cindy Feng, Dan Kaufman, Sylvana Osorio, Pamela Siegel, Wolf Winkler, Bin Zhao

APPROVAL OF MINUTES

Policy 604 was removed from the consent agenda for further review by the attorney. Policy 612 was also removed from the consent agenda for discussion.

Mr. Axelrod moved and Mr. Young seconded a motion to approve the April 13, 2017 minutes, the April 2017 Bill List and Financial Reports, the Double Detector Check for the Sprinkler System, and Policies 601, 603, 605, 608, 609, 610, 611, and 613 on the consent agenda. The motion passed unanimously.

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

Nays: None

MOTION CARRIED

Sylvana Osorio, Film and Music Manager, recognized Wolf Winkler, Film and Music Assistant, for ten years of service.

Discussion on Policy 612 followed. Mr. Young raised questions about market rate and donors falling into disrepute. Members of the Operations and Policies Committee agreed it would be worthwhile to review gift levels from time to time. They also noted that most nonprofits do not have a policy regarding donations from donors who fall into disrepute and Policy 612 is adequate for the Highland Park community.

Mr. Axelrod moved and Mr. Olian seconded a motion to approve Policy 612. The motion passed unanimously.

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

Nays: None

MOTION CARRIED

Helene Bjorseth, IT Services Manager, Bin Zhao, Technical Services Manager, and Pamela Siegel, Business Manager presented their departmental expansion needs to the Board.

COMMENTS FROM THE PUBLIC

None

REPORT OF THE PRESIDENT

No report.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Conway's report included the following:

- Department Managers met with the architects for the first time yesterday to talk about space needs. The next meeting will be at City Hall on Tuesday, May 16. Ms. Knapp will represent the library.
- Mr. Olian stated there is a need to discuss shared space synergies between the two government units. Councilman Kaufman will speak to the City Manager about the need for the Senior Center and Library to discuss operational needs in an expanded shared space.
- She passed around a brochure featuring the recent renovation of the DeKalb Public Library.
- The roof has been repaired and two old water heaters were replaced.
- Staff is preparing for the 3rd annual How-To Fest. The graphic designer has designed t-shirts and a postcard.
- The Volunteer Appreciation Luncheon will be held on May 31.

OTHER COMMITTEE AND LIAISON REPORTS

None

OLD AND NEW BUSINESS

None

ADJOURNMENT

Mr. Young moved and Mr. Axelrod seconded a motion to adjourn the meeting at 8:04 p.m. Vice-President Basofin, presiding, adjourned the meeting at 8:04 p.m.

Submitted by: Pamela Siegel