

HIGHLAND PARK PUBLIC LIBRARY
Board of Trustees Meeting
June 13, 2017

CALL TO ORDER

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

ATTENDANCE

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

Members Absent: Lela Hersh

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

APPROVAL OF CONSENT AGENDA

Mr. Young moved and Mr. Axelrod seconded a motion to approve the May 9, 2017 minutes, the May 2017 Bill List and Financial Reports, the library closing on June 23, and the Youth Services lighting upgrade on the consent agenda. The motion passed by a majority with President Aufox abstaining.

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

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

None

Cindy Feng, Student Representative, shared a PowerPoint presentation on teen expansion needs.

REPORT OF THE PRESIDENT

President Aufox's report included the following:

- He recognized Lane Young for his dedicated service to the Board from 2013 to present and wished him well in his new job in California.
- The July Board meeting will be held on Thursday, July 6, 2017 at 7 p.m.
- Six community meetings are scheduled to gather community input about the proposed expansion. Councilman Kaufman reported that a group of neighbors are very concerned about the impact of the project on the neighborhood.
- A meeting was held at City Hall today to discuss a presentation to be made at the community meetings. Story boards will be designed to illustrate library trends, existing building conditions, and potential library features in an expanded building.
- The audit has been completed. The Management Letter continues to note the lack of separation of functions due to the small staff.
- The Library is scheduled to present the FY18 budget to City Council on August 28.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Conway's report included the following:

- T-shirts are being ordered for the July 4th Parade. Board members should let Ms. Conway know if they are interested in marching.

- The 3rd annual How-To Fest was held last Sunday. The City's Resident Fair was incorporated into the event this year and was held in the Brenner Room.
- Youth Services Librarian Deena Jenkins celebrated her 35th employment anniversary this month.

OTHER COMMITTEE AND LIAISON REPORTS

Ms. Conway asked Board members who attended the Indian Trails District Library building tour to share highlights and favorite features of the remodeled and expanded space. Ms. Fletcher, Mr. Olian, and Mr. Basofin shared their observations with the Board.

BUILDING AND GROUNDS COMMITTEE

Ms. Knapp reported that Ms. Conway has updated the 5-year capital improvement plan for inclusion in the FY18 budget materials. FY17 projects completed to date include the following: remodeled restrooms, water heater replacements, new window shades in Adult Services, pavers repairs at the back entrance, new front door hardware, LED lighting upgrades, furniture gifted by Friends, several roof repairs/replacements, and the back flow device installation.

OLD AND NEW BUSINESS

Mr. Young shared some parting thoughts on his last meeting and wished the Board well with the expansion project.

ADJOURNMENT

Mr. Young moved and Mr. Olian seconded a motion to adjourn the meeting at 7:45 p.m. President Aufox, presiding, adjourned the meeting at 7:45 p.m.

Submitted by: Pamela Siegel