

HIGHLAND PARK PUBLIC LIBRARY  
Board of Trustees Meeting  
July 6, 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, Rich Coplan, Donna Fletcher, Lela Hersch, Marty Kinzel, Laura Knapp, Rob Olian

**Members Absent:**

**Others Present:** Jane Conway, Dan Kaufman, Pamela Siegel

APPROVAL OF CONSENT AGENDA

Mr. Axelrod moved to remove the approval of the June 2017 Financial Reports from the consent agenda.

**Mr. Axelrod moved and Mr. Basofin seconded a motion to approve the June 13, 2017 minutes, the June 2017 Bill List, and the revised FOIA Policy #604 on the consent agenda. The motion passed unanimously.**

Ayes: Knapp, Fletcher, Hersch, Coplan, Basofin, Olian, Axelrod, Aufox, Kinzel

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

None

REPORT OF THE PRESIDENT

President Aufox's report included the following:

- Board attendance for the remaining community engagement meetings is as follows:  
July 13 – Ms. Fletcher, Mr. Olian, July 17 - Ms. Hersh, Mr. Basofin, August 3 – Mr. Basofin, President Aufox.
- An article on the library expansion appeared in today's Highland Park News.
- He introduced new Board member Rich Coplan who is filling Lane Young's vacant seat.
- Board assignments and committees will be discussed with Mr. Basofin soon. There will be two Board openings at the end of the year.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Conway's report included the following:

- Youth Services Manager Jessica Speer has resigned. Marcia Beach, full-time Youth Services librarian, will fill the position beginning July 24.
- An informational display about the possible expansion is on view in the Adult Services Room. Comments from the public are welcomed.

## REPORT OF THE BUDGET AND FINANCE/PERSONNEL POLICIES COMMITTEES

President Aufox reported that the Budget and Finance Committee and the Personnel Policies Committee met to review the 2018 draft budget. It includes a 3% increase in the salary line, a reduction in fine income from \$70,000 to \$62,000, an increase in investment income from \$2,000 to \$8,000, and increases in the software and equipment and insurance lines. The Committees recommend a levy increase of about 1%. The request will be presented to City Council at a budget meeting on August 28.

## OTHER COMMITTEE AND LIAISON REPORTS

None

## OLD AND NEW BUSINESS

Ms. Conway distributed a letter addressed to the Board from Highland Park resident and architect Michael Stein. He is interested in being involved in the design process for the library expansion.

## ADJOURNMENT

Mr. Hersh moved and Mr. Axelrod seconded a motion to adjourn the meeting at 7:21 p.m. President Aufox, presiding, adjourned the meeting at 7:21 p.m.

Submitted by: Pamela Siegel