

HIGHLAND PARK PUBLIC LIBRARY  
Board of Trustees Meeting  
August 14, 2018

CALL TO ORDER

President Basofin, presiding, called the meeting to order at 6:30 p.m.

ATTENDANCE

**Members Present:** Rich Basofin, Rich Coplan, Donna Fletcher, Lela Hersh, Joel Hurwitz, Marty Kinczel, Laura Knapp

**Members Absent:** Jerry Aufox, Barbara Mazur

**Others Present:** Linda Center, Chad Clark, Jane Conway, Dan Kaufman, Mike Pickard, Pamela Siegel, Amanda Standerfer

APPROVAL OF MINUTES

Mr. Kinczel made the following correction to the second page of the July 10, 2018 minutes under Report of the Budget and Finance Committee: “The motion passed unanimously” should read “**the motion passed by a majority with Mr. Kinczel abstaining.**”

Ms. Knapp made the following correction to the second page of the July 10, 2018 minutes under Old and New Business, Public Comment: “The motion was rejected with two ayes, five nays, and one abstention” should read “**the motion was rejected with two ayes and seven nays**”.

**Mr. Kinczel moved and Mr. Hurwitz seconded a motion to approve the July 10, 2018 minutes, July 10, 2018 Bill List, the July 2018 Financial Reports on the consent agenda as amended above. The motion passed unanimously.**

Ayes: Basofin, Coplan, Fletcher, Hersh, Hurwitz, Kinczel, Knapp

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

Mike Pickard suggested introducing Board members by name at the beginning of each meeting. Ms. Conway recommended nameplates for each Board member instead.

REPORT OF THE PRESIDENT

President Basofin’s report included the following:

- The City will be tearing down both houses next to the library soon. The library has been asked by the City to budget for benches.
- The parking study was deferred by the City. The City’s debt capacity will allow for \$13 million for a library expansion, spread across two years. \$8 million in 2023 and the remaining \$5 million in 2024.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Conway’s report included the following:

- Work began on both the Youth Services roof and HVAC control projects today. The roof should be completed within two weeks.
- Kordick Electric is ready to move forward with the lighting project in the Film & Music and Brenner Rooms but is awaiting final grant approval from ComEd.
- The Adult Services Room A-V installation was completed today.

- Planning is underway for the 4<sup>th</sup> Annual “How To” Fest on Sunday, September 23.
- The library received two large checks from the State of Illinois this month, \$81,000 for the digitization project and \$37,000 for the Per Capita grant.

#### OLD AND NEW BUSINESS

Ms. Conway welcomed strategic planning consultant Amanda Standerfer who proceeded to lead a discussion on the proposed mission, vision, and goals of the new plan.

#### ADJOURNMENT

Ms. Hersh moved and Ms. Knapp seconded a motion to adjourn the meeting at 9:00 p.m. President Basofin, presiding, adjourned the meeting at 9:00 p.m.

Submitted by: Pamela Siegel