

HIGHLAND PARK PUBLIC LIBRARY
Board of Trustees Meeting
September 12, 2017

CALL TO ORDER

President Aufox, presiding, called the meeting to order at 7:00 p.m.

ATTENDANCE

Members Present: Jerry Aufox, Les Axelrod, Rich Basofin, Rich Coplan, Donna Fletcher, Lela Hersh, Marty Kinzel, Laura Knapp, Rob Olian

Members Absent: None

Others Present: Jane Conway, Cindy Feng, Pamela Siegel

APPROVAL OF MINUTES

Mr. Axelrod moved and Ms. Hersh seconded a motion to approve the August 8, 2017 minutes, August 2017 Bill List, the August 2017 Financial Reports, and the Public Comments Policy on the consent agenda. The motion passed unanimously

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

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

None

REPORT OF THE PRESIDENT

President Aufox's report included the following:

- The architects presented a draft report regarding the expansion of the Library and Senior Center at a meeting on August 31. The report is being revised and the new draft will be discussed at a follow-up meeting on Friday, September 15.
- The City has commissioned another study with the architect to assess moving the Senior Center to the Highland Park Recreation Center.
- A meeting date has not been set yet between the City Council and the Park District of Highland Park to discuss the future of the Highland Park Country Club golf course and the possibility of relocating the Senior Center to the Recreation Center property.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Conway's report included the following:

- President Aufox presented the 2018 draft budget to the City Council on August 28. The library requested a 1% levy increase.
- Today, Beth Keller hosted a successful Volunteer Fair in conjunction with the Volunteer Pool of Highland Park. There were 18 nonprofit organizations represented and many attendees.
- The library received an email from a 4th grade teacher in California complimenting the Youth Services Department on its comprehensive book lists available through the website.
- Registration for fall Library U classes has been strong. Canasta filled quickly and the teacher agreed to offer a second class.
- The City has completed its annual lead testing of the Library's water sources. The sink in the Technical Services Department had a slightly higher than normal lead level. The City advised that the water be run every morning, and that the sink not be used for drinking water.

REPORT OF THE BUILDING AND GROUNDS COMMITTEE

Ms. Knapp reported that staff member Ken Berns presented three proposals for exterior/interior security cameras. All three vendors were recommended by the City and proposals were reviewed by City staff. The Committee is recommending using GalCon at a cost of \$15,000 to install up to 16 cameras.

Ms. Knapp moved and Ms. Hersh seconded a motion to approve the GalCon proposal and funding not to exceed \$15,000 for installation of up to 16 cameras. The motion passed unanimously.

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

Nays: None

MOTION CARRIED

Ms. Knapp stated that Fox Valley Fire & Safety conducted testing on the parking lot sprinkler heads and found one faulty head. If one head fails, they all need to be replaced. Proposals were received from three vendors recommended by the City to replace 95 sprinkler heads throughout the parking lot. The Committee is recommending using US Alliance Fire Protection, Inc.

Ms. Knapp moved and Mr. Basofin seconded a motion for US Alliance Fire Protection, Inc. to replace 95 sprinkler heads at a price not to exceed \$18,000. The motion passed unanimously.

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

Nays: None

MOTION CARRIED

Ms. Knapp also reported that recent lighting upgrades in the Youth Services Department have provided improved lighting conditions and greater energy efficiencies. The Committee is recommending completing the lighting upgrades in the Youth Services Department by replacing 46 metal halide wall up-lights from the soffit around the perimeter of Youth Services with new LED fixtures.

Ms. Knapp moved and Mr. Basofin seconded a motion to approve the proposal from Kordick Electric to replace the Youth Services lighting with LED lights at a price not to exceed \$15,709. The motion passed unanimously.

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

Nays: None

MOTION CARRIED

Ms. Knapp shared the following additional updates:

The front door will be repaired by Pete the Painter.

The seal pond has been repaired by Tommy's Plumbing for \$1,930.

New furnishings, partially gifted by the Friends, have been received. They include lobby sofas and benches, Brenner Room/A-V tables and chairs, Adult Services study tables, middle school area chairs, and tables outside each restroom.

OTHER COMMITTEE AND LIAISON REPORTS

None

OLD AND NEW BUSINESS

President Aufox reported the meeting between the Historical Society, City and the Library on September 5 went well.

He also reported that he was appointed Chair of the Commemorative Book Committee for the City's 150th Anniversary. Library Board member Rob Olian is also on the Committee.

President Aufox reported that recruiting members for a Library Foundation Board has been challenging. Additional information will be shared at the October meeting. Mr. Olian suggested that if the Board decides not to move forward with a foundation, the Wais gift funds should be designated for some other project.

Ms. Hersh suggested moving up the monthly Board meetings to 6:30 p.m. President Aufox will add this item to next month's agenda.

ADJOURNMENT

Ms. Hersh moved and Mr. Axelrod seconded a motion to adjourn the meeting at 7:40 p.m. President Aufox, presiding, adjourned the meeting at 7:40 p.m.

Submitted by: Pamela Siegel