

HIGHLAND PARK PUBLIC LIBRARY
Board of Trustees Meeting
June 11, 2019

CALL TO ORDER

Vice-President Knapp, presiding, called the meeting to order at 7:00 p.m.

Ms. Conway introduced Beth Keller, Marketing Specialist, who shared a recap of her recent trip to Book Expo and an overview of how the Meet the Author series is developed.

ATTENDANCE

Members Present: Rich Coplan, Joel Hurwitz, Marty Kinzel, Laura Knapp, Barbara Mazur, Rob Olian, Nancy Sawle-Knobloch, Carol Wolfe

Members Absent: Rich Basofin

Others Present: Jane Conway, Beth Keller, Pamela Siegel

APPROVAL OF MINUTES

Ms. Mazur moved and Ms. Wolfe seconded a motion to approve the May 14, 2019 minutes, May 2019 Bill List, and the May 2019 Financial Reports on the consent agenda. The motion passed by a majority with Mr. Coplan abstaining.

Ayes: Hurwitz, Kinzel, Knapp, Mazur, Olian, Sawle-Knobloch, Wolfe

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

None

REPORT OF THE VICE-PRESIDENT

Vice-President Knapp's report included the following:

- The Library was recognized at last night's City Council meeting for its role in preserving and making accessible the community's immigrant history. An Immigrant Heritage Month proclamation was read by the Mayor.
- The Building & Grounds Committee meeting is scheduled for June 25.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Conway's report included the following:

- The third neighborhood meeting hosted by the City is tomorrow night. Mr. Hurwitz and Ms. Mazur will represent the Board. Membership Services Manager, Robin Smith, will attend as a staff representative.
- She invited everyone to march in the July 4th Parade. Please email Pamela with your t-shirt size if you would like to participate.
- The CCS catalog consortium issued a refund of \$6,000 to each member library this year.
- The Budget and Finance Committee will meet on June 24 to discuss the 2020 budget. A draft budget will be presented to the full Board in July. The presentation to City Council is scheduled for August 26.
- The painting of Lake Michigan in the Film & Music Department was a topic of discussion at last month's meeting. An art conservator was contacted to assess and appraise the painting.

The Building and Grounds Committee will discuss the future of the painting at their next meeting and bring a recommendation to the full Board.

- The recently hired Development Officer has resigned due to a misunderstanding regarding the Library's requirement that the employee work at the Library rather than from home.

REPORT OF THE OPERATIONS & POLICIES COMMITTEE

Mr. Kinczel reported that the Committee reviewed a new Photography and Video Policy recommended by RAILS. The Committee also reviewed an insertion to the Library Behavior Policy to include the Library's Photo and Video Policy.

Mr. Kinczel moved and Mr. Hurwitz seconded a motion to approve the Photography & Video Policy and the revised Library Behavior Policy as presented. The motion passed unanimously.

Ayes: Coplan, Hurwitz, Kinczel, Knapp, Mazur, Olian, Sawle-Knobloch, Wolfe

Nays: None

MOTION CARRIED

OLD AND NEW BUSINESS

Ms. Sawle-Knobloch attended the Friends of the Library quarterly meeting last night. She reported the Friends agreed to fund the 2020 Note for Note Concert Series with a gift of \$9,700. This will cover six concerts plus a postcard mailing. She also reported the Friends are still in need of more volunteers. The book sales have done well. The next BOGO is July 14 and the big sale is scheduled in September.

Ms. Mazur attended the All Staff meeting last Wednesday. She was very impressed with staff conference reports and the sense of staff camaraderie.

ADJOURNMENT

Mr. Olian moved and Mr. Kinczel seconded a motion to adjourn the meeting at 7:57 p.m. Vice-President Knapp, presiding, adjourned the meeting at 7:57 p.m.

Submitted by: Pamela Siegel