Members Present:
Maidel Cason, Dona Gerson, Lynette Murphy, Brooke Roothaan, Ellen L. Schrodt, Marybeth Schroeder, Christopher Stewart, Susan Stone, and Karen Terry

Staff Present: Neal Ney, Paul Gottschalk, and Kate Todd

Visitors Present:
Kathleen Laishley and Mandla Ntombela, librarians visiting from South Africa
Kiki Nichols, graduate student at Medill School of Journalism, Northwestern University

Call to Order

President Schroeder called the meeting to order at 7:35 p.m. President Schroeder welcomed new Library Board members, Christopher Stewart and Susan Stone. President Schroeder invited all members to introduce themselves to one another again. The visiting librarians from South Africa, Ms. Laishley and Mr. Ntombela, also introduced themselves and explained about their visit to the United States.

Approval of the Minutes

Trustee Terry moved and Trustee Roothaan seconded,

MSP – Approval of the Minutes of the Library Board meeting held on September 14, 2005, as written.

Passed unanimously on a voice vote.

Old Business

Budget FY06-07

Mr. Ney reported on meeting with City staff the previous Monday. Library staff have been asked to prioritize new budget items, which Mr. Ney will do according to the Board’s Essential Staffing Plan. The current projected City budget stands at a deficit of $5,000,000. The next steps are up to the City Manager, who will present her budget at the end of December to the City Council.
Youth Service Renovation Project Update

Mr. Ney and Mr. Gottschalk are meeting with the City Manager on Friday to discuss the project. Trustees discussed the revised FAQ. Board members felt it is essential to make the case for why this project is needed. Trustees agreed to research and develop specific points in the FAQ for presentation to aldermen. Trustees felt that two points in particular required special attention: 1) the need for this project, and 2) the cost.

In order to bring new Trustees up to speed, Mr. Gottschalk gave a brief explanation of the Library’s Endowment Fund. The income from the Endowment is available for Library use, but the principal (assets) is not. Mr. Gottschalk was asked to make his recent memo on this topic available for new Trustees.

President Schroeder asked for trustees to volunteer to prepare a presentation for the City Council to be given this coming November or December. Volunteers are: Marybeth Schroeder, Karen Terry, Susan Stone, Brooke Roothaan, and Dona Gerson. Board members will be notified when meetings are scheduled with the Human Services Committee or City Council. Trustees also agreed to try and speak to their aldermen individually.

President’s Report

President Schroeder indicated that most of her report had been included in the previous discussion. She thanked Kate Todd for the recent successful Donor event which featured Evanston resident Laurie Lawlor, who spoke on her new book This Tender Place: The Story of a Wetland Year.

Financial Report

Mr. Gottschalk gave an overview of the Library’s financial statements. He explained the operating accounts, the City’s tax support, and the non-tax revenue accounts, such as those for Library fines and room bookings. He also explained the Library’s Gift Funds and Endowment Fund. Mr. Gottschalk’s only concern at this time is that salaries are over budget. Staff training for the catalog migration from DRA to CCS/SIRSI certainly impacted salaries.

Evanston Library Friends

The Friends need a Board liaison, now that Linda DeWoskin’s term has ended. Maidel Cason volunteered to be the Board liaison to the Friends. Their next event is Family Night coming up on November 4, 2005.

Library Director’s Report

Mr. Ney noted that the Fund for Excellence campaign would begin soon. For the benefit of new Trustees, Karen Terry gave a brief explanation of the Library’s Fund for
Excellence. Mr. Ney then gave further details about the South African librarians’ visit. There were no comments on his written report.

New Business

Approval of Changes in the Library’s Table of Fines, Fees, and Loan Periods

Trustees approved a change to the Library's table of fines, fees, and loan periods. The fee for a special event was raised from $2,500 to $3,000. Trustee Gerson moved and Trustee Roothaan seconded,

MSP – Approval of the Changes in the Library’s Table of Fines, Fees, and Loan Periods.

Passed unanimously on a voice vote.

Approval of Art Purchase

Trustees voted not to purchase the photograph "One Family" by Tim Macy that had been offered to the Library by Evanston resident Meredith Dixon. Board consensus agreed that this was not the normal process used for vendors, and the piece was not investment quality art. The Board intends to develop a collection policy for the purchase of art by well-known children's book illustrators. Trustee Stone offered to serve on the Children’s Art Committee.

Branch Improvements

Trustees reviewed a draft list of possible branch improvements prepared by staff. These projects are to be funded with a portion of the income from the sale of the space at 2022 Central Street. The improvements will now be incorporated into a building program. The extent of the work to be undertaken cannot be determined until after the property is sold. Trustee Gerson hopes that something special for children can be incorporated into each space.

Retired Trustees

Trustee Gerson asked staff to prepare resolutions honoring Library trustees who have retired from service this past year. Invitations will be sent to each trustee inviting them to attend the November Board meeting. Cookies and copies of books to be added to the collection in their names will be at the November meeting.

Adjournment

The meeting adjourned at 9:35 p.m.

Respectfully submitted,