Call to Order

President Schroeder called the meeting to order at 7:30 p.m. She welcomed Board members and visitors from Northwestern University. Neal Ney introduced Lesley Williams, Head of Information Services. Ms. Williams took Board members to the 3rd floor Computer Training Room for a presentation about millennial users, the huge demographic, 81 million strong, of people born between 1985 and 2002. These are the library users of the future. Ms. Williams gave an abbreviated version of SIRSI’s Steven Abram’s presentation on how this group works, learns, and accesses information, and how this will (or should) effect the way libraries operate.

Approval of the Minutes

Trustee Cason moved and Trustee Murphy seconded,

MSP – Approval as written of the January 18, 2006, minutes of the Library Board

Passed unanimously on a voice vote.

Old Business

Budget FY06-07

Mr. Ney said there is nothing final to report on the City’s budget at this time. This year’s budget is mostly one of belt-tightening across the board.

Youth Service Renovation Project Update
Mr. Ney reported that the Library’s Youth Service Renovation Project is in the Capital Improvement Plan currently under consideration by the City Council. If it is approved, the project can move ahead to hire an architect, and the campaign to raise private funds can officially begin.

President Schroeder’s Report

President Schroeder reported that Northwestern University, Evanston Township High School, and the Evanston Community Foundation are sponsoring a volunteer recognition event for April, 2006. Board members suggested nominating book sale chairperson Blanche Gildin for the Outstanding Volunteer award.

Ms. Schroeder also reported on the letter that went out under her signature to all aldermen with copies of the Evanston Review article comparing library service on the North Shore. Library staff were directed to be sure a copy of this letter went to all Board members. President Schroeder believes that the effort has been worthwhile, and the responses from aldermen and the City Manager so far have been positive.

Financial Report

Mr. Gottschalk noted that the Library is in its last month of the fiscal year. He anticipates that most year-to-date expenditures will be on target.

Library Friends Report

Maidel Cason said she had nothing more to add to the Friends minutes. Neal reported that former Trustee and Friend’s board member, Bob Girard, died. President Schroeder will send a sympathy card from the Board.

Library Director’s Report

Mr. Ney mentioned that his monthly report now will be sent with other department reports from the City Manager to the City Council.

New Business

Approval of Resolution of Thanks to the Library’s Staff

Trustees approved a resolution of thanks for the Library’s staff for all of its efforts during the migration from the DRA software to the CCS/SIRSI system. Copies of the resolution will be given to each department and branch. Trustee Stone was thanked for buying treats for all staff. Trustee Stone moved and Trustee Roothaan seconded,

MSP – Approval of the Resolution of Thanks to the Library’s Staff
Passed unanimously on a voice vote.

**Approval of Fund for Excellence Expenditures**

Trustees reviewed recommendations from staff for allocating the FY2006-07 Fund for Excellence expenditures. In future years, gifts received from Koenig and Strey designated for branch libraries will be placed in the Gift Book Fund reserved for branch use, rather than placing these funds in the Fund for Excellence reserved for branch use, as has been the case in past years.

Funding available from the Fund for Excellence has been reduced this year for a number of reasons. It was recommended that the annual appeal letter go out earlier than it did in 2005. Since the New York Times Perpetual Access is such a notable asset, it was suggested that the Library prepare publicity to notify patrons of this new acquisition. Trustees approved the following fund for excellence expenditures for FY2006-07:

- Juvenile books - $16,000;
- Juvenile AV - $2,000;
- Young adult books - $10,000;
- Art books - $4,000;
- E-books - $6,000;
- Adult AV - $9,000;
- Bookletters subscription - $2,000;
- Proquest NY Times Perpetual Access - $23,000;
- Branch AV - $8,000;
- Roving Reader deposit collection - $3,000;
- Head Start deposit collection - $2,000.

Trustee Murphy moved and Trustee Roothaan seconded,

MSP – Approval of 2006 Fund for Excellence Expenditures

Passed unanimously on a voice vote.

**Approval of Endowment Fund Expenditures**

Trustees agreed to delay until the March meeting the allocation of unrestricted Endowment Fund income in order to give staff more time to determine the total amount available for expenditure. Trustees were able to approve the following expenditures of restricted Endowment income for FY2006-07:

- Juvenile books - $6,300;
- Juvenile AV - $2,000;
- Grolier Online Encyclopedia - $7,400;
- Recorded books - $5,000;
• Adult books - $11,000.

Trustee Stewart moved and Trustee Gerson seconded,

MSP – Approval of FY2006-07 restricted Endowment Fund expenditures.

Passed unanimously on a voice vote.

Approval of Participation in NSLS Non-Resident Program

Trustees approved continuing participation in the North Suburban Library System's non-resident reciprocal borrowing program. Trustee Gerson moved and Trustee Roothaan seconded,

MSP – Approval of continuing participation in NSLS Non-resident Reciprocal Borrowing Program.

Passed unanimously on a voice vote.

Preparation of Comments on the City of Evanston's Draft Strategic Plan

Trustees discussed at length the City's draft strategic plan, and directed the Board president to draft a letter to the City Manager and to circulate it for comment before sending. A list of the main discussion points are attached separately.

Adjournment

The meeting adjourned at 9:35 p.m.

Respectfully submitted,

____________________________________
Catherine A. Todd, Executive Secretary
Evanston Public Library
Evanston Public Library
Board of Trustees
Discussion of City of Evanston Draft Strategic Plan
February 15, 2006

Suggestions for revision or enhancement:

Page 9 – City of Evanston Values
Revise #5 – Highly supportive of public education and public libraries

Page 11 Evanston’s Future Image: Families with kids
Add – Access to excellent library service

Suggested revisions to page 19 and page 33 should be taken together.

Issues to consider:

• Research by the Public Library Association (PLA) has shown that adapting public school libraries for public library functions is successful primarily in rural areas, or in communities where a school library is an improvement over having no public library service at all.

• The financial costs for additional heat/light, late-night janitorial services, school building personal, and library staff will need to be allocated between schools and City. Who will pay for what?

• If school buildings are open in the evenings, security issues for the entire school building need to be taken into consideration. Again, who will pay and how will this be handled?

Page 19 Neighborhood Vision 5/10 Years
Revise # 5 – Support for free-standing, public branch libraries open to the entire community is a separate and distinct issue from increasing library hours in the public schools.

Page 33 Objectives 24 Months Goal #11
Revise #11D – Expand Library outreach through continuation of work already in process on the west side and by new partnerships with a wide variety of community groups. Improve public awareness of curriculum-related resources available for students and parents at the public libraries in Evanston, such as:

• “Battle of the Books”;
• Books sets and materials for recurring, major social studies and language arts assignments;
• Internet access to Library databases for research from home and schools.

Page 32 Objectives 24 Months Goal #9
Add 9D – Include available Library resources for job seekers and job training, such as:
• Monthly career counseling program
• Computer lab for training and job skill development
• Extensive job and career section in Library Reference department

Page 34 Objectives 24 Months Goal #13
Add 13C – Improve continuity on boards by adopting a fixed rotation for terms of office. This will ensure that the majority of board members do not all rotate off within a year of one another.