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

Member Absent: Dona Gerson

Staff Present: Neal Ney, Paul Gottschalk, and Kate Todd
Reeltime Program Directors, Kathy Berger and Ines Sommer

Call to Order

President Schroeder called the meeting to order at 7:35 p.m.

Approval of the Minutes

Trustee Stewart moved and Trustee Murphy seconded,
MSP – Approval as written of the February 15, 2006, minutes of the Library Board
Passed unanimously on a voice vote.

Reeltime Update

Kathy Berger and Ines Sommer, co-directors of the Reeltime Independent Film and Video Forum, explained Reeltime’s mission and gave Board members an update on recent presentations. Reeltime, a joint program of the Library and Northwestern University’s Mary and Leigh Block Museum of Art, seeks to foster a dialogue between audiences, artists and guest speakers about the issues raised by the independent films and videos they present. Programs are developed in collaboration with diverse groups to reflect community concerns and perspectives, including Literature for All of Us, Evanston Community Foundation and the Mental Health Association.

Old Business

Budget FY06-07

Mr. Ney reported that the City budget was passed at the end of February by the City Council. The CIP with funding for the Library project was also approved, which means
staff can take the architectural contract to the City council for approval at the March 27th meeting. Mr. Gottschalk reported that the Law Department is still working on the condominium agreement needed to offer the Central Street property for sale. It is hoped that the property will be ready to market in May or June. The first $200,000 from the sale will be used for the Youth Services Renovation Project. The remainder raised will be used for branch improvements.

**President Schroeder’s Report**

President Schroeder reported on her successful meetings with aldermen and Julia Carroll, the City Manager. The alderman and Ms. Carroll asked that the Library come to Council meetings more often with Library news. They found the outreach information very encouraging. President Schroeder will present Rick Kinnebrew to the Council on March 27th in recognition of his award from the Childcare Network. Trustee Stone suggested that the Library might host a reception at the Main Library for City Council members.

**Financial Report**

Mr. Gottschalk noted that the Library’s fiscal year ended February 29, 2006. The year-end financial statements will be forthcoming. Mr. Gottschalk noted that the January gain of $117,867 in the Endowment was the strongest to date.

**Library Friends Report**

The Evanston Library Friends will hold their Annual Meeting on Thursday, March 30th. Paul Gottschalk will be providing a tour and talk about the public art on display at the Main Library.

**Library Director’s Report**

Mr. Ney informed Trustees that the Library will be activating a new phone system on April 4, 2006. The new system will have voice mail and will provide considerable cost savings over the previous system. The City’s IS Department is doing the installation.

Mr. Ney will be attending the Public Library Association conference in Boston from March 22-26. Four other EPL staff members will also be attending.

The Lincolnwood PTA benefit held at the Main Library during February was very successful, but because of the heavy drain on staff time, Trustees plan to discuss the relatively low fee charged and the frequency of these events. Staff members were directed to place the Library’s Special Events policy on the agenda for the May board meeting. Staff was further instructed to gather information about the practices at other libraries and to explain the limitations on using the Library for such events.
New Business

Appointment of NSLS Representative

Trustee Christopher Stewart agreed to serve as the Board representative to the North Suburban Library System.

Approval of Purchase of AV System for Community Meeting Room

Trustees ratified the action of the Executive Committee approving the purchase of an AV system for the Community Meeting Room. The recommendation of the Executive Committee has already been forwarded to the City Council where it also won approval. Trustee Stewart moved and Trustee Terry seconded,

MSP – Ratification of the proposed contract with United Visual of Itasca.

Passed unanimously on a roll-call vote.

Approval of Contract for the Provision of Architectural Services

Trustees approved entering into a contract with Nagle Hartray Danker Kagan McKay Penney Architects Ltd for design development and preparation of construction documents, bidding and negotiating construction contracts, and construction oversight for the Library remodeling project. This recommendation will now be forwarded to the City Manager and the City Council. Trustee Roothaan moved and Trustee Murphy seconded,

MSP – Approved of a contract with Nagle Hartray Danker Kagan McKay Penney Architects Ltd

Passed unanimously on a roll-call vote.

Approval of Endowment Fund Expenditures for FY06-07

Trustees approved the expenditure of unrestricted endowment fund income for FY06-07. The expenditures total $92,500 and include funding for the Reeltime film series, adult programming, juvenile programming, youth outreach, the children’s room renovation project, and the development campaign. Trustees approved the following expenditures:

- Reeltime - $4,000;
- Adult Programming - $1,800;
- Donor Event - $1,500;
- Juvenile Programming - $4,700;
- Youth Outreach - $3,500;
- Children’s Room Renovation - $30,000;
• Development Campaign - $47,000.

Trustee Roothaan moved and Trustee Murphy seconded,
MSP – Approval of 2006 Endowment Fund Expenditures
Passed unanimously on a roll-call vote.

**Adjournment**

The meeting adjourned at 9:10 p.m.

Respectfully submitted,

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Catherine A. Todd, Executive Secretary
Evanston Public Library