Evanston Public Library
Board of Trustees
Wednesday, October 18, 2006
7:30 p.m.
Library Board Room

Approved November 15, 2006

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

Members Absent: Brooke Roothaan and Marybeth Schroeder

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

Call to Order

Vice-President Stewart called the meeting to order at 7:35 p.m.

Approval of the Minutes

Trustee Gerson moved and Trustee Cason seconded, to delete the word “confine” from the first paragraph on page 2.

MSP – Approval as corrected of the September 20, 2006, minutes of the Library Board.

Passed unanimously on a voice vote.

Old Business

Program Review Presentation

Library Director Neal Ney presented a draft version of the Library’s program review presentation to the Board of Trustees for review. The full presentation will be presented in its final form to the City Council on Monday, October 30 at 7 p.m. Director Ney explained that this presentation is an opportunity to tell people what we do, what we need, and what it costs. Trustees reiterated their position that branch libraries are a traditional part of Evanston’s culture, and shared additional comments for enhancing the presentation.

Youth Service Renovation Project Update

Director Ney explained that the City Council had approved the exhibit fabricator, and that staff are now pre-qualifying construction contractors. Contractors who are pre-qualified will be given the opportunity to bid the project. Hopefully final contracts can be reached by the end of December, with City Council approval in early January. If the
schedule goes according to plan, the Main Library will close for all or part of the week of January 22, 2007 to move the first floor browsing and children’s collections to the second floor. Construction can begin immediately after the move. Labor Day 2007 is the estimated completion date.

**President’s Report**

President Schroeder’s sent her regrets, and Vice-President Stewart asked for more volunteers for the coming book sale at Main. Kate Todd updated Trustees about the next Campaign event, planned with a “Halloween” theme for families at the home of Kim and Kirk Hoopingarner. Kim is President of the Evanston Library Friends. The Fund for Excellence letters will be started in the next week or so.

**Financial Report**

Mr. Gottschalk explained that the bank statement for the Gift Fund was not available in time for the financial report. Operating accounts are on target. The Investment Committee had met and decided to purchase a US Treasury Note with the proceeds from a maturing corporate bond.

**Library Director’s Report**

Mr. Ney referred Trustees to his written report. He drew attention to a reading and book signing by 1986 Nobel Prize-winner Wole Soyinka at the Main Library at 10 a.m. on Saturday, November 4, 2006.

**New Business**

**Review of the Library’s Table of Fines, Fees, and Loan Periods**

Trustees reviewed the Library’s table of fines, fees, and loan periods and made no changes. Director Ney explained reciprocal borrowing and the cost of a non-resident library card.

**Approval of Shelving Purchase**

Trustees approved the purchase of 2,700 linear feet of LFI Biblomodel Cantilever audiovisual display shelving in the amount of $95,474 and forwarded this recommendation to the City Manager and City Council. Trustee Gerson moved and Trustee Murphy seconded,

MSP – Approval of 2,700 linear feet of LFI Biblomodel Cantilever audiovisual display shelving in the amount of $95,474.

Passed unanimously on a roll call vote.
Vice-President Stewart invited Trustees to join him at the upcoming parliamentary procedure seminar at NSLS. Trustees are also invited to send comments to President Schroeder regarding follow up after Director Ney’s presentation to the City Council.

**Adjournment**

The meeting adjourned at 9:40 p.m.

Respectfully submitted,

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Catherine A. Todd, Executive Secretary
Evanston Public Library