Evanston Public Library  
Board of Trustees  
Wednesday, February 21, 2007  
7:30 p.m.  
Library Board Room  

Approved March 21, 2007  

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

Members Absent: Lynette Murphy  

Visitors Present: Alice Conner, Rose Thomas, John Santo, Joanne Zolomij, and John Harris from Evanston’s Keonig & Strey GMAC Real Estate office  
Susan Newman, Evanston resident  

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

Call to Order  

President Schroeder called the meeting to order at 7:36 p.m. Koenig & Stey GMAC Realtors presented a check for $2,125 to be divided between the branch libraries. The funds will be used for branch collections. Koenig & Strey raises the money by parking cars on their lot during Northwestern University football games. Koenig & Strey shares the money they raise each year between the Library branches and the Battered Women’s Shelter. Board members expressed their gratitude for this support.  

Approval of the Minutes  

Trustee Stewart moved and Trustee Gerson seconded,  
MSP – Approval of the January 17, 2007, minutes of the Library Board.  
Passed unanimously on a voice vote.  

Old Business  

Library Budget FY07-08  

Library Director Neal Ney reported that the City Council discussed the budget again at their Monday night meeting, but did not vote to approve. Most of the Council discussion revolved around revenue items. The Council must approve a budget at their next meeting on Monday, February 26, 2007.
Kate Todd announced that the 2006 Fund for Excellence Campaign had raised approximately $73,000 for the Library’s collection budget. Allocations from the Fund for Excellence and Endowment Fund Income will be presented to the Board at their March meeting for approval.

**Youth Service Renovation Project Update**

Paul Gottschalk reported that most of the demolition is completed on the project. The Book Sale Room should open in early March. The teen space may be completed as early as April. Staff are developing a page for the website so patrons can track the progress of construction.

Library Director Neal Ney told the Board of a $50,000 contribution from Northwestern University to the Room to Grow Campaign. The funds will be used for the “Reading Bar” in the new teen room. The Campaign Committee is working on launching a public, community-wide phase of the campaign. Kate Todd will mail the Campaign packet and pledge form to all Library Board members.

Board members Susan Stone and Dona Gerson volunteered to assist in planning the opening events for the new space. It was mentioned that there might be a number of events, such as: donor preview, opening day events for families, teen opening, and a dedication event with city officials, etc.

**President’s Report**

President Schroeder thanked Trustees Stewart and Terry who spoke at recent City budget hearings.

**Financial Report**

Mr. Gottschalk reported the Library expenditures for the fiscal year are within .1% of budget. He says the Library is in good shape and ready to close out the fiscal year.

The City Council passed an early retirement incentive, which 12 Library staff members are eligible to take. The retirement window is July 1, 2007 to June 30, 2008.

**Library Director’s Report**

Mr. Ney asked Trustees if they had questions about his written report. He discussed the options for closing the Main Library again for a week before reopening the new Children’s Room. The next move will take longer and be more work, since everything on the 2nd floor must be moved during the one week.

**New Business**

**Approval of Participation in NSLS Non-Resident Program**
Trustees approved the Library’s continued participation in the North Suburban Library System’s non-resident reciprocal borrowing program. Trustee Gerson moved and Trustee Roothaan seconded,

MSP – Approval of participation in the NSLS non-resident reciprocal borrowing program.

Passed unanimously on a voice vote.

**Approval of Revisions in the Borrower Registration Policy**

Trustees approved revisions in the Library’s borrower registration policy. The revisions will permit residents of transitional shelters to use a letter on shelter letterhead as their second form of identification when applying for a library card and will establish a one year expiration date for library cards issued to residents of transitional shelters. Trustee Roothaan moved and Trustee Gerson seconded,

MSP – Approval of revisions in the Library’s borrower registration policy as outlined above.

Passed unanimously on a voice vote.

**Adjournment**

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

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Catherine A. Todd, Executive Secretary
Evanston Public Library