Evanston Public Library
Board of Trustees
Wednesday, October 17, 2007
7:30 p.m.
Library Board Room

Approved November 28, 2007

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

Member Absent: Lynette Murphy

Staff Present: Neal Ney, Paul Gottschalk, and Kate Todd, Administrative staff
Jan Bojda, Head of Children’s Services

Visitor Present: Stephen Bero, Warren-Newport Library Director

Call to Order

President Schroeder called the meeting to order at 7:40 p.m.

Approval of the Minutes

Trustee Terry moved and Trustee Cason seconded,

MSP – Approval of the September 19, 2007, minutes of the Library Board.

Passed unanimously on a voice vote.

Old Business

Library Director Search

Mr. Ney reported that the deadline for applications for Library Director is October 31, 2007. The search committee has set dates for interviews in early December.

Budget FY08-09

Mr. Ney reported that the Library staff had submitted a budget to the City Manager. There is nothing unexpected to report at this time. Budget priorities were followed according to the model established last year. At this time the City is estimating a $2.4 million budget shortfall in revenue. City staff are working on ways to narrow the gap.

President’s Report

President Schroeder reminded Board members of the upcoming retirement party for Library Director Neal Ney on Friday, October 26, 2007, at 4 p.m. The Mayor and Aldermen have all been invited.
Financial Reports

Mr. Gottschalk reported that Library revenues are close to budget, and that fines and fees are on target as well. The Library’s Endowment Fund received a boost with a payment from the sale of “At the Fountain” by William Adolph Bouguereau of $5,062, received as settlement of a class action law suit filed against Sothebys & Christies auction houses. New investments of $100,000 in the Endowment Fund are doing well, earning $36,000 in 1.5 months.

Project LEAP has done very well with grant applications, receiving a $24,000 LSTA grant from the Illinois State Library to expand their program. Foundation 65 has funded INVEST to provide busses to bring District 65 kindergarten to 2nd grade pupils to visit the Main Library’s new Children’s Room this year. Visits begin this month.

Trustees asked when to expect completion of the sale of the property adjacent to North Branch. Mr. Gottschalk indicated that City staff expected to bring a final bid to the City Council for approval in December.

Library Director’s Report

Mr. Ney reminded Board members of the upcoming Family Night sponsored by the Friends of the Evanston Public Library on Friday, November 16.

Mr. Ney reported that he is retiring in 14 days. He believes the Library is in good shape and capable hands. Paul Gottschalk will be Interim Director, and now attends all City meetings. There is a transition log available to those who need it.

New Business

Approval of changes to the Library’s Table of Fines, Fees, and Loan Periods

Trustees approved two changes to the Library’s schedule and table of fines, fees, and loan periods. Effective November 1, 2007, the fine for overdue software will be reduced from $1.00 to $.15 a day. Almost all of the circulating software is juvenile and the collection is small. The impact on revenue will be negligible. Tuesday and Thursday evening hours from 6 p.m. to 8 p.m. will be added to the South Branch schedule once the current vacancies in the South Branch staff are filled. Notice of the effective date will be given when known. Trustee Gerson moved, and Trustee Stewart seconded,

MSP – Approval of the changes to fines, fees and loan periods as outlined above and in Mr. Ney’s memo of October 10, 2007.

Passed on a voice vote.

Approval of Art Purchases

After discussion, Trustees approved increasing the amount budgeted for the purchase of art for the children’s room by $10,000, with funds to come from the Room to Grow campaign. Trustee Stone moved and Trustee Gerson seconded,
MSP – Approval of an increase of $10,000 to the Children’s Public Art budget.

Passed on a voice vote.

Trustees discussed the purchase of two works of art for the Children’s Room. Both works are by well-respected, children’s book illustrators and have been recommended by the Children’s Art Selection Committee. The first illustration by Yumi Heo is from the book, *Yoshi’s Feast*. After much discussion, Trustee Gerson moved and Trustee Stone seconded, authorization to purchase the Yumi Heo collage. This motion failed by a 4 to 3 roll call vote.

The second piece by Brian Pinkney is from the book, *Max Found Two Sticks*. Again after much discussion, Trustee Terry moved and Trustee Stewart seconded, authorization to purchase the Brian Pinkney illustration. This motion was approved by a 4 to 3 roll call vote.

**Approval of Resolution Authorizing Signatures on Accounts**

Trustees approved a resolution authorizing Paul Gottschalk and Kate Todd to sign checks from Library accounts. Trustee Gerson moved and Trustee Terry seconded,

MSP – Approval of resolution authorizing Paul Gottschalk and Kate Todd to sign checks from Library accounts.

Passed unanimously on a voice vote.

**Final Comment**

Trustee Gerson encouraged all Trustees to feel confident and supportive of the Library’s annual budget, given the relatively small portion from each homeowner’s real estate taxes allocated to fund Library service within the overall City of Evanston budget.

**Adjournment**

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

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Catherine A. Todd, Administrative Coordinator
Evanston Public Library