Evanston Public Library  
Board of Trustees  
Wednesday, January 16, 2008  
7:30 p.m.  
Library Board Room  

Approved February 20, 2008

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

Staff Present: Judith Aiello, Assistant City Manager  
Paul Gottschalk, Interim Library Director  
Kate Todd, Library Administrative Coordinator  
David Jordan, Periodicals Librarian and Web Developer

Call to Order

President Schroeder called the meeting to order at 7:35 p.m. The Board moved immediately into Executive Session to discuss personnel matters. The Executive Session ended at 8:20 p.m. At this time Ms. Aiello left the meeting and Mr. Gottschalk and Mr. Jordan joined the meeting.

Presentation of New Library Website

David Jordan gave Trustees a preview of the Library’s new website. The current site was designed 10 years ago and has no obvious organizational system and no menus, making it difficult to navigate. The new site will launch on January 31, 2008. The most often requested Library information is clearly visible on the home page under Quick Links. There is a new multifunction search feature called Quick Search that will allow users to search any subject across the Library’s entire holdings (books, magazines, newspapers, and databases) with one entry. The new website was developed in conjunction with the City’s Web Developer Erika Storlie and other members of the City’s Business Performance and Technology Department. Trustees thanked David for his work on this project.

Approval of the Minutes

Trustee Gerson moved and Trustee Terry seconded,

MSP – Approval of the November 28, 2007, minutes of the Library Board.

Passed unanimously on a voice vote.

Trustee Gerson moved and Trustee Roothaan seconded,

MSP – Approval of the December 18, 2007, minutes of the Library Board.

Passed unanimously on a voice vote.
Old Business

Budget FY08-09

Mr. Gottschalk reminded Trustees that there would be a City Council budget review meeting on Saturday, January 26, 2008 at 9 am. He reported that the City Manager’s proposed budget raises the fines for overdue adult Library materials to 25¢ and reduces the Library’s book budget by 14%. President Schroeder suggested that Library Board members lobby City Council members against cutting the Library’s already under-funded budget. President Schroeder will draft a letter to the City Manager reminding her and the Council of what a small portion of the total City Budget is allocated to Library services. Trustees want to build on the good will and positive feeling residents have toward the Library, and feel that a significant raise in overdue fines and cut in the materials budget will cause day-to-day aggravation for Library patrons.

Financial Reports

Mr. Gottschalk reported the Library’s Endowment Fund has had an annual return of over 10% in 2007, which compares quite favorably with the annual S&P 500 Index return of 5.5%.

Interim Library Director’s Report

Trustees reviewed Mr. Gottschalk’s written report. Mr. Gottschalk plans to present an RFQ for a strategic plan facilitator to the February Board meeting, which should be attended by the new Library Director Mary Johns.

New Business

Consideration of Change to the Meeting Room Policy

Trustees approved changes to the meeting room policy as outlined in Mr. Gottschalk’s January 10, 2008 memo. The new rules would permit not-for-profit organizations to charge a reasonable admission fee for programs held at the Library, although anyone who does not wish to pay the fee must be admitted to the program for free. Trustee Murphy moved, and Trustee Gerson seconded,

MSP – Approval of the Changes to the Meeting Room Policy.

Passed unanimously on a voice vote.

Adjournment

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

Catherine A. Todd, Administrative Coordinator
Evanston Public Library