Evanston Public Library
Board of Trustees
Wednesday, March 19, 2008
7:30 p.m.
Library Board Room

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

Members Absent: Marybeth Schroeder

Staff Present: Mary Johns, Library Director
Paul Gottschalk, Administrative Services Manager
Kate Todd, Administrative Coordinator

Call to Order

President Stewart called the meeting to order at 7:42 p.m.

Approval of the Minutes

Trustee Terry moved and Trustee Roothaan seconded,

MSP – Approval of the February 20, 2008, minutes of the Library Board as corrected.

Passed unanimously on a voice vote.

Old Business

Planning Process Update

Mary Johns reported she and Paul Gottschalk had met with Joey Rodger to discuss a strategic planning process for the Evanston Public Library. Ms. Rodger is a former Director of the Urban Libraries Council, and extremely knowledgeable in all matters related to libraries. The plan will involve community input and should be completed within 3 months, in time for the start of the City’s next budget cycle. Two initial goals of this plan will be to make the Library better able to function in an ever-changing environment, and to integrate the Library’s plan with the City’s Strategic Plan.

Ms. Johns and Mr. Gottschalk plan to meet with Ms. Rodger again, and will use the staff In-Service day on April 25, 2008, to gain Library staff input on the process. Ms. Johns will present a draft of the process to the Library Board at their next meeting.

President’s Report
President Stewart reminded Board members of the upcoming Hirshfield Poetry Awards on April 13, 2008. He also applauded the success of the 2007 Fund for Excellence Campaign, which has raised over $75,000 for Library collections. Mr. Stewart noted that he had attended the NSLS legislative breakfast, and is concerned over dwindling library funding within Illinois. He suggested that those who are able try and attend the budget hearing on March 24 to advocate for funding regional library services. He also suggested that trustees should sign up for email messages from ILA’s Executive Director, Robert Doyle.

Financial Reports

Mr. Gottschalk reported that he is completing the financial statements for the fiscal year ended February 29, 2008. He expects the Library to come in about 1% below budget. He has completed transferring funds from the Library’s gift accounts and Endowment earnings to cover expenditures in the Library’s materials accounts.

Last year approximately $170,000 was available from Endowment earnings and gift fund accounts for materials purchases, programming and special needs. This coming year, due to completion of the building project, Mr. Gottschalk hopes to allocate $269,000 from these funds. A portion of this allocation will cover the $50,000 decrease in the materials budget from City funds.

Library Director’s Report

Ms. Johns reported on the first teen gaming night held at the Main Library on March 7, in cooperation with the City’s Youth Initiative and the Department of Parks and Recreation. Approximately 55 teens participated. They were well behaved and seemed to enjoy the evening. More food was needed. These nights will continue monthly, although the venue will change, depending on the arrangements made by the organizing group. They may use City parks during the summer months.

Ms. Johns reported on current projects including:
- L. Williams, B. Wilson and M. Johns will attend PLA conference next week.
- Illinois Library Day is April 10, 2008 in Springfield.
- L. Williams and H. Norborg will train Library staff on Web 2.0 issues.
- During lunch with Northwestern University Librarian Sarah Pritchard, they discussed hosting the Arbuthnot Lecture in Evanston next year.

New Business

Fund for Excellence and Endowment Fund Allocations

Administrative staff continue to work on fine-tuning proposals from Library staff for materials and projects to be funded by allocations from the Fund for Excellence and Endowment Fund earnings for FY2008-09. A detailed list of the approved proposals will be presented at the April Board of Trustees meeting.

Resolution in Honor of Marybeth Schroeder
Mr. Stewart read a resolution honoring the dedication and service of Marybeth Schroeder, who retired last month as President of the Library Board. Trustee Terry moved, and Trustee Gerson seconded,

MSP – Approval of the attached resolution in honor of Marybeth Schroeder.

Passed unanimously on a voice vote.

Other Business

Ms. Johns mentioned that, due to increased use of the Main Library, the Evanston Police Department would add routine visits with greater frequency.

Trustee Gerson noted that visits at South Branch Library are up, and reported that the open house events to celebrate the new evening hours went well.

Trustees asked when the City expected to sell the Central Street property adjacent to North Branch. Mr. Gottschalk reported that the paperwork is still in the works.

Adjournment

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

_____________________________
Catherine A. Todd, Administrative Coordinator
Evanston Public Library