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

Members Present: Gail Bush, Dona Gerson, Lynette Murphy, Susan Newman, Christopher Stewart, Susan Stone and Karen Terry

Members Absent: Brooke Roothaan

Staff Present: Mary Johns, Library Director; Paul Gottschalk, Administrative Services Manager.

Guests Present: none

Call to Order

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

Approval of the Minutes

Trustee Terry moved and Trustee Gerson seconded,

MSP – Approval of the October 15, 2008 minutes of the Library Board.

Passed unanimously on a voice vote.

Information

Director Mary Johns announced that Christopher Stewart’s re-appointment to the Library Board had been introduced to the City Council.

Old Business

Library Friends Update

Mary Johns reported that approximately 350 people attended the Library Friends’ Family Night on Friday, November 14th. The event was very well-received by those attending.

Fund for Excellence Update

Mary Johns reported that staff member Beth McGuire has done a fantastic job managing the Fund for Excellence Campaign.

Branch Renovation Update
Paul Gottschalk reported that four bids had been received for the sale of 2022 Central Street. The net proceeds from the sale of the property will partially support the branch renovation project. Branch focus group meetings have been scheduled for each location in order to share the scope of the project and listen to suggestions from regular branch customers.

President’s Report

Christopher Stewart reported that the North Suburban Library System will have a planning retreat. NSLS is funded by the State of Illinois and there is a possibility of service cuts due to the State’s budget situation.

Financial Reports

Paul Gottschalk reviewed the financial report through October. Year-to-date revenues exceed the budget. The staff re-organization has caused a budget savings. The proposed FY2009-10 budget has been submitted to the Finance Department and will be finalized for presentation to the City Council in late December.

Library Director’s Report

Mary Johns reported that the Loft won an interior design award from the Chicago Chapter of the American Institute of Architects. The administrative position formerly held by Kate Todd will be re-posted. The staff development day, focused on providing excellent customer service, was successful. The Library will be sponsoring a Barack Obama quilt project at the time of the presidential inauguration.

New Business

Library Closing Schedule for 2009
Mary Johns proposed a schedule of dates the Library will be closed in 2009.

Trustee Gerson moved and Trustee Murphy seconded,

MSP – The Board approves the dates the Library will be closed in 2009.

Passed unanimously on a voice vote.

Food for Fines
Mary Johns proposed that the Library accepts cans or boxes of food as an option for payment of Library fines. All food collected would be donated to an Evanston soup kitchen.

Trustee Terry moved and Trustee Murphy seconded,

MSP – The Board approves the implantation of accepting food for fines for a four-week period.
Passed unanimously on a voice vote.

Resolution in Honor of Ellen Schrodt
Trustee Newman moved and Trustee Stone seconded,

MSP – The Board approves the resolution honoring the service of Ellen Schrodt.

Passed unanimously on a voice vote.

December Board Meeting
Trustee Gerson moved and Trustee Stone seconded,

MSP – The Board approves the cancellation of the December Board meeting.

Passed unanimously on a voice vote.

Signage
Susan Stone recommended improving the signage in the Children’s Room. The collections could be more obvious. The Skokie Public Library has effective signage in their Children’s Room.

Adjournment

The meeting adjourned at 9:02 p.m.

Respectfully submitted,

[Signature]
Paul Gottschalk, Administrative Services Manager
Evanston Public Library