Evanston Public Library
Board of Trustees
Wednesday, May 19, 2010
7:30 p.m.
Library Board Room

Members Present: Diane Allen Jacobi, Gail Bush, Dona Gerson, Lynette Murphy,

Members Absent: none

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

Guests Present: Ellen Newcomer, Lori Keenan, Michael Tannen, Mark White

Call to Order
Karen Terry called the meeting to order at 7:36 p.m. and announced that there were two
additional agenda items under New Business: 1) consideration of participation in the revamped
NSLS delivery service; 2) consideration of a purchase of inter-library loan software.

Comments from Citizens
Michael Tannen expressed his belief this was a very important Library Board meeting given
the action items on the agenda. He stressed his belief that the future of the Library is
inextricably linked to the form of library governance.

Approval of the Minutes
Gail Bush moved and Susan Newman seconded,

MSP – Approval of the April 21, 2010 minutes of the Library Board.

Passed unanimously on a voice vote.

Old Business
Task Force on Sustainable Funding
Karen Terry reported that the final report from the Task Force on Sustainable Funding was
being prepared.

Evanston Public Library Friends Update
Lori Keenan reported that the EPLF now have over 1,700 family memberships. The virtual
armchair auction is underway and $12,000 was raised in the first four days. Over 195 items
are available, many of which will be on display in a storefront on Central St during the
Evanston Garden Fair. The EPLF are extremely confident that with the Library Board’s
support they'll be able to raise the $160,000 by August 31st necessary to keep the North
and South Branches open through February 2011. The EPLF recommend that the Library
Board approve five action items: 1) additional summer reading game programming on
Evanston’s west side; 2) extension of the South Branch lease through August 31st; 3) provide $25,000 of funding for neighborhood library services; 4) approve the continued operation of the North and South Branches through February 2011 with $110,000 from the EPLF, $25,000 from the Branch Renovation Fund and the $25,000 of additional funding identified above; and 5) direct staff to form a working group to develop a comprehensive plan for neighborhood library services.

Diane Allen-Jacobi asked what would happen if the $160,000 were raised to keep the branches open through February 2011. Paul Gottschalk said that the Library Board would need to seek City Council approval for continued branch operations. If the Council approved, the Library would transfer the $160,000 of privately raised money to the City’s General Fund to fund continued branch operations through FY2010-11.

Reeltime Funding Request
Gail Bush asked how the Reeltime funding request fit into the Library’s overall programming and collection plan. Several Board members spoke in support of the Reeltime programming but thought it may not be an essential item given funding limitations. The Library would continue to make performance space and promotional support available to Reeltime.

Susan Newman moved and Brooke Roothaan seconded,

MSP – Motion to not approve $4,000 of support for the Reeltime Independent Film program.

Passed unanimously on a voice vote.

President’s Report
Karen Terry had no report.

Financial Report
Paul Gottschalk reported that the wages for the Branch Manager had been mistakenly charged to Administration, instead of North Branch, and this error has been corrected. The six month FY2010-11 budget for the South Branch included five months of lease payments since the March 2010 payment had been made in February.

Director’s Report
Mary Johns reported that:
• Over 120 people attended the 32nd annual Hirshfield Poetry Awards. The event was filmed by the Evanston Community Media Center.
• Lea Hernandez-Solis received recognition as an Outstanding City Employee for her exemplary customer service and work at the Library.
• The Library’s bi-monthly electronic newsletter has been launched and it has been well received.
• For customer convenience, the Library is now accepting on-line payment of fines and fees.
• Several public service staff positions have recently been filled.
• Staff is working with key City departments on coordinated strategies for providing outstanding resources and services for youth in Evanston.
• The banding of the peregrine falcons is scheduled for May 26th. New this year, the falcons have their own Facebook page. There are buttons and t-shirts for the falcon admirers.
• The Library has received a $9,700 grant from the Evanston Community Foundation for continued support of quality childhood education and literacy efforts.
• The Library has received a $2,500 grant from the American Library Association and the National Endowment for the Humanities to engage teens in art and civic participation.
• Connie Heneghan described the summer reading game initiatives, including weekly visits to the Fleetwood-Jourdain and Robert Crown Community Centers.
• Staff is investigating temporary use of a storefront at the Dempster-Dodge shopping center for neighborhood outreach services.

New Business

Appointment of 2010 Fund for Excellence Chairs
Karen Terry asked for volunteers to lead the 2010 Fund for Excellence campaign. Dona Gerson and Susan Newman volunteered.

Funding of Summer Outreach/Programming Services
The EPLF made a proposal to join with the Library in providing summer reading game programming in west Evanston.

Susan Newman moved and Brooke Roothaan seconded,

MSP - Approve up to $10,000 of unrestricted endowment income to support summer outreach programming in neighborhoods on Evanston’s west side.

Approved unanimously on a voice vote.

Plan for Expanded Neighborhood Services
In conjunction with the EPLF, Karen Terry presented the idea of developing a more comprehensive plan for providing library services throughout Evanston. Board members asked how this will differ from what the Library is doing now and if a needs assessment had been completed. Mary Johns said that an inventory of outreach programs is being prepared. Lynette Murphy recommended developing a strategic vision of how neighborhood services could be delivered, working with like-minded partners throughout the community.

Karen Terry moved and Dona Gerson seconded,

MSP – the Library Board directs staff to develop a comprehensive strategic vision for expanded, year-round neighborhood library services. Staff will present a plan to the Board in July.

Approved unanimously on a voice vote.
Consideration of Participation in the NSLS Interlibrary Delivery Service
Diane Allen-Jacobi moved and Brooke Roothaan seconded,

MSP - Approve three month participation in the NSLS interlibrary delivery service.

The North Suburban Library System (NSLS) has not received its appropriation from the State of Illinois and, as a result, NSLS is ending most of its operations. Most NSLS employees, including Executive Director Sarah Long, have been laid-off. The interlibrary delivery service had been identified as the highest priority service by the NSLS membership and members are working on a plan to continue the delivery service. The estimated cost for three months of delivery service is $10,000. Mary Johns reported that not all libraries are in favor of paying for the delivery service. The Board of the Des Plaines Public Library decided not to fund the interlibrary delivery service. Gail Bush asked what would have to be cut from the operating budget in order to pay for the delivery service. Mary Johns thought that the collections budget was the only place in the budget that could be reduced. Lynette Murphy said she was uncomfortable with the lack of a funding source and asked what would be the effect on patrons of either option (ending delivery vs. fewer materials). Christopher Stewart thought that the Library would need to fully inform the community about the effects of the closing of NSLS and the potential loss of the delivery service. Evanston borrows approximately 59,000 items and lends 58,300 items annually through the delivery system.

In favor of the motion – Stewart, Bush, Roothaan, Allen-Jacobi, Gerson
In opposition to the motion – Murphy, Stone, Newman
Motion carries.

Karen Terry made a motion that the funding for the delivery service come from the Book Sale.
In favor of the motion - Stewart, Bush, Roothaan, Stone, Gerson, Newman, and Allen-Jacobi.
In opposition to the motion - Murphy.
Motion carries.

Consideration of the Purchase of Interlibrary Loan Software
Mary Johns recommended the purchase of ILLiad interlibrary loan software to manage borrowing of books from other libraries. This system is customer-friendly (people can make their own ILL requests on-line) and fully automated. Presently, most of the ILL tracking is paper intensive. The initial cost of the software license, implementation and training would be $8,594 with an annual licensing cost of $3,500 thereafter. This system would be a much more efficient method of managing interlibrary loan traffic.

Susan Stone moved and Brooke Roothaan seconded,

MSP – approve the purchase of the Iliad inter-library loan software for $8,594.

In favor of the motion – Stone.
In opposition to the motion - Stewart, Bush, Murphy, Newman, Roothaan, Allen-Jacobi, and Gerson. Motion fails.
Financial Support for Branch Operations
Karen Terry moved and Dona Gerson seconded,

MSP - approve a $25,000 challenge grant from Book Sale funds to support the continued operation of the North and South Branches through February 2011 if the Evanston Public Library Friends and the Library raise a total of $200,000 by August 1st.

Karen Terry discussed the request by the Library Friends for support from the Library to meet the fundraising target necessary to keep the branch libraries open through February 2011. This support would be in the form of a challenge grant to the Friends and would demonstrate the Board’s support for continued operations of the branches. The funds would be transferred to the City’s General Fund if the Friends match the challenge grant, if the target is reached and if there is an agreement to keep the branches open.

Approved unanimously on a voice vote.

Outside Review of Sustainable Funding Options
Karen Terry moved and Susan Newman seconded,

MSP - approve up to $5,000 of unrestricted endowment income to seek outside counsel affirming the Library Board’s authority under Illinois Library Law to set its amount of taxes to be included in the City’s annual tax levy.

Approved unanimously on a voice vote.

Executive Session - Personnel
The Board convened in Executive Session to discuss personnel matters.

Adjournment
The meeting adjourned at 12:15 a.m.

Respectfully submitted,

Paul Gottschalk, Administrative Services Manager
Evanston Public Library