Call to Order

Library Board President Christopher Stewart called the meeting to order at 6:45 p.m. and asked for a roll call vote of Trustees present.

Members present: Diane Allen-Jacobi, Sharon Arceneaux, Gail Bush, Donna Gerson, Mildred Harris, Lynette Murphy, Susan Newman, Christopher Stewart, Susan Stone

Members Absent: None

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

President Stewart introduced Sue Calder from the League of Women Voters who was attending the meeting as an observer.

Citizen Comment

Fifteen minutes was allocated for citizen comment and five citizens spoke.

New Business

President Stewart reserved the right to rearrange the order of topics on the meeting agenda and spoke about financial timelines for the coming fiscal year, 2011. President Stewart presented each trustee with a document entitled Library Days and Dates to Remember and indicated that the information contained therein is pertinent to the Board’s obligations as it moves to full implantation of the Library Fund model of funding. President Stewart confirmed that the Board vote taken on August 4, 2010 to move to the new Library Fund model stands. He emphasized, however, that the process toward full implementation of the Fund model is lengthy and that the Board wants to work closely with City government as the process progresses. President Stewart said that the budget for fiscal year 2011 would follow the review and discussion process with the City as it has in years past and that it is yet to be determined in what form the request to the City for collection of funding will take, e.g. ordinance or resolution.

Discussion of the implementation process followed. Trustee Bush suggested that the Board, the City Council and community members take part in some scheduled
workshops to ensure the mechanics of the process are fully understood by all. Several trustees agreed that this was an excellent idea.

President Stewart then moved on to the other item on the agenda: discussion of a Fiscal Year 2011 budget planning document prepared by Paul Gottschalk under guidelines approved by the Board on September 15, 2010. Trustee Bush said she refused to discuss this document as the motion made by Trustee Allen-Jacobi was not on the agenda for the September 15, 2010 meeting and therefore should not have been recognized nor voted upon by the Board at that meeting. President Stewart said that Gottschalk’s planning document was for discussion purposes only and could serve as the basis for discussion. Copies of this document had not been prepared in advance of the meeting for distribution to the public, so President Stewart called a recess to have copies made. The meeting was recessed at 7:38 pm. The meeting was called back to order at 7:46 p.m. by President Stewart and copies of the document were distributed to interested parties.

Trustee Gerson made a motion to reconsider the motion made by Trustee Allen-Jacobi at the September 15, 2010 meeting. Trustee Newman seconded that motion. The motion was passed by unanimous voice vote of the Board. Debate was invited. There was no discussion. Trustee Gerson made a motion to table the motion to reconsider until the Special Board meeting scheduled for October 4th. Trustee Arceneaux seconded the motion. No debate was permitted. A unanimous voice vote of the Board approved the motion to table the motion to reconsider until the October 4th meeting.

Discussion of the budget planning document prepared by Paul Gottschalk, Administrative Services Manager, ensued. Paul emphasized at the outset of his remarks that the document was not a budget with any particular plan behind it, but that it simply followed guidelines proposed at the last meeting. Following the guidelines requested by the Board at the September 15, 2010 meeting, the budget planning document he developed for this evening’s meeting shows that an additional $145,122 in funding over and above salary and benefit increases is needed to maintain both branch libraries at their current staffing and service hours during the 10-month fiscal year 2011.

Trustees asked numerous questions relating to issues in planning a fiscal year 2011 budget. Discussion centered on maintaining the branch libraries, impact of hours and/or staff reductions on the library services, hardship on staff if hours are reduced, impact of further reductions in monies for collections, efforts for outreach to West side community, opportunities for additional Library revenue, other possible areas for further reductions.

Subsequent to Board discussion, Gottschalk was asked to prepare a budget for the October 4, 2010 meeting that maintains current hours and staffing of the Main Library
and branches and present spending reductions and revenue adjustments totaling $145,000.

President Stewart reiterated that the next special meeting of the Board is scheduled for October 4, 2010 at 6:30 p.m. in the Community Room of the Main Library.

Trustee Newman moved to adjourn the meeting at 8:50 pm. President Christopher Stewart seconded the motion. The meeting was adjourned by unanimous voice vote.

Respectfully submitted,

Diane Allen-Jacobi
Secretary
Evanston Public Library Board