

EVANSTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING

THURSDAY
JANUARY 11, 2012
6:30 P.M.

COMMUNITY MEETING ROOM



EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, January 11, 2012

6:30 P.M.

Evanston Public Library, 1703 Orrington Avenue, Community Meeting Room

AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM

2. OATH OF OFFICE

Trustee Leora Siegel

3. APPROVAL OF MEETING MINUTES of

October 26, 2011 Regular Board Meeting

November 9, 2011 Regular Board Meeting

December 1, 2011 Special Board Meeting

4. CITIZEN COMMENT

Not to exceed 15 minutes.

5. INFORMATION/COMMUNICATIONS

6. STAFF REPORTS

A. Presentation on "Mission Impossible" and MyMediaMall (Karen Hansen)

B. Administrative Services Update (Gottschalk)

7. UNFINISHED BUSINESS

A. Consideration of Appeal of Suspension of Robert Huston (Tannen)

8. NEW BUSINESS

A. Review and Adoption of Revised Materials Selection Policy (Williams)

B. Library Involvement in Evanston 150 "The More You Know" Goal (Gottschalk)

C. Outreach to Aldermen by Board Members (Allen, Tannen)

9. ADJOURNMENT

Next Meeting: February 8, 2012 at 6:30 pm (Executive Session – Personnel)

The City of Evanston is committed to ensuring accessibility for all citizens. If an accommodation is needed to participate in this meeting, please contact the Library at 847-448-8650 48 hours in advance of the meeting so that arrangements can be made for the accommodation if possible.



MEETING MINUTES

EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, October 26, 2011

6:30 PM

Evanston Public Library, 1703 Orrington Avenue, Community Meeting Room

Members Present: Sharon Arceneaux, Diane Allen, Sergio de los Reyes, Margaret Lurie, Susan Newman, Benjamin Schapiro, Sandra Smith, Susan Stone, Michael Tannen

Members Absent: none

Staff Present: Donna Dziedzic, Paul Gottschalk, Connie Heneghan, Rick Kinnebrew,

Parliamentarian Present: Joan Bundley

Presiding Member: Sharon Arceneaux, President

CALL TO ORDER/DECLARATION OF QUORUM

A quorum was present and President Arceneaux called the meeting to order at 6:30 p.m. President Arceneaux welcomed new Board member Sandra Smith who then took her oath of office. Trustee Tannen agreed to serve as interim secretary.

CITIZEN COMMENT

Larry Rubin read a letter in support of Robert Huston whose library privileges had been suspended and whose appeal of that suspension was to be addressed later in the meeting.

Jeff Smith addressed the City's proposed budget for EPL and that the City plans to charge EPL approximately \$75,000.00 for EPL's use of a building owned by COE. He stated that doing so would be akin to charging rent to the Fire Department.

Lori Keenan provided a chronology of events about EPLF's efforts over the last several years and stated that EPL and EPLF had stood shoulder to shoulder during difficult times. She submitted an article on the topic she had written for the ILA journal.

APPROVAL OF MINUTES

The minutes from the Board meetings of August 31 and September 26 were approved.

ITEMS FOR DISCUSSION

Recommendation of Search Firm for New Library Director

Margaret Lurie, who was on the search firm subcommittee, detailed the background for how the subcommittee located potential firms, winnowed the list down to three, and ultimately decided to recommend the Singer Group in Maryland. Trustee Newman

commented that she liked the fact that the Singer Group was not located in Illinois because she could conduct a national search. Ms. Dziedzic echoed this sentiment.

Trustee Schapiro asked the search committee about their views of the other two firms. Trustee Lurie said she was impressed with the Singer Group and that they had served 50 other libraries. She then made a motion to approve the engagement of the Singer Group, which was seconded by Trustee Newman. The motion passed unanimously.

Mediation with EPLF

Ms. Dziedzic introduced Rick Kinnebrew, who does community youth outreach and children's story time throughout Evanston. Mr. Kinnebrew offered to be a mediator to address common goals and to improve the relationship between EPL staff, the Board and EPLF.

Trustee Tannen commented that whether it was called mediation, fence-mending, or bridge-building, such discussions were important and should occur. However, he questioned Mr. Kinnebrew's role as facilitator, since, based on Mr. Tannen's experience as a lawyer, a mediator is always a neutral third party.

Trustee Allen said that mediation was not needed between the Board and any outside groups, including EPLF since EPLF's mission is to support EPL and that EPLF should approach the Board.

Trustee Schapiro suggested that the issue be tabled while the immediate issues of the budget and the hiring of the new director were addressed.

Trustee Stone disagreed and pointed to all that EPLF had done to support EPL and that it would not be helpful to the relationship to delay discussions.

The matter of delaying formal discussions with EPLF for three months was the subject of a motion brought by Trustee Schapiro and seconded by Trustee Allen. The matter passed by a 6-3 vote, with Trustees Schapiro, Allen, De Los Reyes, Lurie, Smith, and Arceneaux voting yes, and Trustees Stone, Newman and Tannen voting no.

Book Drops in South and West Evanston

Trustee Newman advised the Board that Marcia Mahoney, president of EPLF and the director of the Might Twig, had offered that the Twig could be a book drop for EPL. Ms. Mahoney mentioned that citizens often dropped EPL books at the Twig and that she returned them to EPL herself on a regular basis. Mr. Gottschalk advised the Board that a book drop costs approximately \$5,000 and that there are costs associated with having an EPL employee picking up books at book drops each day.

Trustees Allen and De Los Reyes disagreed with the concept that the Twig be a site for book drops. Trustee Schapiro shared circulation numbers of EPL and surrounding libraries and the issue is not dropping off books; the issue was getting people to borrow books and using EPL's services.

Trustee Tannen commented that the Twig was an appropriate place for a book drop since EPLF was offering the service free of charge, it was located near the closed South Branch, was in a commercial corridor, and near two train stations.

Trustee Schapiro made a motion to form a committee to explore the costs and possible locations of library owned and operated book drops. Trustee Stone offered an amendment, seconded by Trustee Tannen, to remove the words, "library owned and operated," which passed by a 5-4 vote. The Board then voted unanimously on the amended motion to form the subcommittee. Trustees Schapiro and Smith agreed to serve on this subcommittee.

Skokie Library Reduction of Borrowing Privileges for non-Skokie Residents

Ms. Dziedzic discussed the recent letter from the Skokie Public Library to RAILS that Skokie had decided to limit the number of books non-residents could borrow. While the letter had mentioned Evanston and Morton Grove, Ms. Dziedzic said that the restriction applied to all non-residents. She also said that it was within the purview of any public library to enact such restrictions, and that indeed, EPL had once implemented such restrictions to Chicago residents. She also noted that Skokie could revisit the issue next year.

UNFINISHED BUSINESS

Amendment of the FY2012 Budget

Trustee Allen moved to delay amending the EPL 2012 Budget until Ms. Dziedzic met with the City Manager about open issues, including the City's request for North Branch rent in its proposed budget. All Board members agreed to discuss the budget and any amendments at the November 9 meeting. Trustee Tannen asked Mr. Gottschalk for clarification about how rent wound up in the City's proposed budget.

BOARD REPORTS

EPLF Report

Trustee Newman introduced Marcia Mahoney, EPLF's President. Ms. Mahoney reported that she had met with Trustee Lurie to coordinate EPL and EPLF fundraising to avoid confusion. She stated that the give a book/take a book concept at the Twig was working well and commented in her experience that the specter of fines kept some residents from borrowing books. She stated that EPLF was having a fundraiser for the Twig on 11/5 and she gave invitations to Board members.

STAFF REPORTS

Summer Reading Game Report

Jan Bojda gave a report about the 2011 Summer Reading Game. She commented that this summer was very successful and conducting the summer reading game in facilities like Robert Crown was helpful to parents. Trustee Schapiro queried whether a Winter Reading Game had ever been tried. Ms. Bojda said it had not. She reiterated that EPLF wanted to work with EPL.

NEW BUSINESS

The meeting schedule for EPL Board meetings in 2012 was approved. The next Board meeting is November 9.

Robert Huston presented his appeal of the six month suspension of his library privileges. He presented to the Board a large packet of materials, including police reports, letters, emails, and transcriptions of phone calls. His presentation lasted approximately 20 minutes wherein Mr. Huston primarily read verbatim from his written submissions. Mr. Gottschalk briefly recounted his role and knowledge of events surrounding the suspension of privileges.

Trustee Tannen told Mr. Huston that his written submissions and his reading of same to the Board was extremely well-organized and detailed, but that the Board had not had an opportunity to review it in great detail. He suggested, and the Board agreed, that Board members would review his voluminous submissions and that the Board would then rule on his appeal at a subsequent meeting.

ADJOURNMENT

The meeting was adjourned at 8:55 p.m.

Respectfully Submitted,

Michael Tannen, Secretary
Evanston Public Library Board of Trustees

THE NEXT LIBRARY BOARD MEETING WILL BE THURSDAY, NOVEMBER 9 AT 6:30 P.M. IN THE BARBARA FRIEDBERG ROOM OF THE MAIN LIBRARY



MEETING MINUTES

EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, November 9, 2011

6:30 PM

Evanston Public Library, 1703 Orrington Avenue, Community Meeting Room

Members Present: Sharon Arceneaux, Diane Allen, Sergio de los Reyes, Margaret Lurie, Susan Newman, Benjamin Schapiro, Sandra Smith, Susan Stone, Michael Tannen

Members Absent: none

Staff Present: Donna Dziedzic, Paul Gottschalk, Connie Heneghan, Rick Kinnebrew, Beth McGuire

Parliamentarian Present: Joan Bundley

Presiding Member: Sharon Arceneaux, President

CALL TO ORDER/DECLARATION OF QUORUM

A quorum was present and President Arceneaux called the meeting to order at 6:30 p.m. President Arceneaux changed the order of business so that City Manager Wally Bobkiewicz could first address the Board with citizen comment to follow thereafter.

CITY MANAGER BUDGET AND GOVERNANCE PROPOSAL

City Manager Bobkiewicz thanked the Board for their time and distributed a memorandum regarding Library budget and governance matters.

He outlined a Library transition proposal and asked for the Board's support so that he could present the following proposals to the City Council:

1. Amendment to the proposed FY2012 budget removing \$75,800 rent for the North Branch and \$20,000 for city overhead. The Library budget would increase \$140,000 from the City's proposed FY2012 base budget to reflect the budget adopted by the Library Board. Funds for the FY2012 Library budget would come from the City's General Fund tax levy and not a separate Library Fund tax levy.
2. A Library Fund would be established by City Council effective January 1, 2012 and all Library revenue and expense would be budgeted in the Library Fund.
3. At its Tuesday November 15, 2011 meeting, the City Manager will ask the City Council to support actions to implement points 1 and 2 above as well as ask the City Council to agree to a motion that would commit them to consider an ordinance no later than February 27, 2012 that would amend the Evanston City Code to:

- A. transfer authority for the appointment of the Library Director from the City Manager to the Library Board of Trustees;

- B. recognize the ability of the Library Board to set the Library's annual budget and assess a levy for Library operations beginning in FY2013.
4. After action on point 3, the City Council will be asked to form a subcommittee with the City Manager, the new Library Director and members of the Library Board of Trustees to meet to consider other operational issues to further transition to the new Library operations model. This subcommittee would report its findings to the City Council and Library Board no later than May 31, 2012. These issues will include:
 - A. appropriate charges for City property and services to be charged by the City to the Library Fund for FY2013 and beyond;
 - B. appropriate cost allocation of previous Library capital improvement debt and creation of Library Debt Service Fund;
 - C. consideration of temporary loan in FY2013 from the City to the Library Fund to cover cash shortfalls caused by timing of tax payments;
 - D. consideration of transfer from City to Library Fund of some amount for Library Operating Reserve;
 - E. additional amendments to the Evanston City Code which may be necessary for Library governance.

The City Manager stated that this proposal is a complete package. If the Board is in agreement, he would take it to the City Council, and if the Council is in agreement, they can finish the budget. He remarked that many people in Evanston need more time to fully understand the changes and what moving to a Library Fund model will mean to Evanston. The City Manager stated he is trying to change the conversation and focus on moving the Library forward with this set of initiatives.

Vice-President Newman thanked the City Manager for putting the proposal in writing and thought it made significant progress.

City Manager Bobkiewicz reminded the Board that the Library had been operating in a certain way for 50 years and this proposal is prudent transitional path. The City is making the necessary money available during the transition. Community members and council members have stated the new levy should include all costs and everyone should understand what that financial model is including who is paying for what.

Trustee Lurie asked for clarification about the Library Director's accountability. City Manager Bobkiewicz responded the City is moving to the Library model where the Director will report to the Library Board. The Council will need to approve this change in the City Code.

Treasurer Allen thanked the City Manager for attending the meeting and clarifying his position. She applauded his support and mentioned her only concern is regarding the search for a new Director and the timing of the change in City Code. Given the Council schedule, he suggested the Board tell the recruiter the Director reports to the Library Board. Until the City Code is changed, the City Manager and Board will do it collaboratively.

President Arceneaux thanked City Manager Bobkiewicz for sharing this transition proposal.

CITIZEN COMMENT

Following the City Manager's presentation, citizens spoke about:

1. Opposing the proposed rent for North Branch.
2. Commending the Board for its hard work and the decision to hire a community engagement librarian and exhorting the Board to adopt a plan of growth to expand library services throughout Evanston in a constructive and responsible manner.
3. The hard work and creativity that went into the City Manager's transition proposal.
4. The Evanston 150 idea of expanding library services throughout Evanston.
5. The importance of libraries in the educational system and the role of the modern library in society and urged the Board to consider the impact on the whole educational system.

Citizens who addressed these issues included Jim Hughes, Kevin O'Connor, Todd Ruppenthal, Jeff Smith, Lori Keenan, Paula Twilling, and Marcia Mahoney.

STAFF REPORTS

The presentation on "Mission Impossible" and MyMediaMall by Karen Hansen was postponed until the next meeting.

Trustee Schapiro inquired as to why the approval of the minutes was not on the agenda. Secretary Tannen stated the October minutes would be prepared for the next meeting. Trustee Schapiro asked if the meeting was being recorded to which Paul Gottschalk replied no. Secretary Tannen and Paul Gottschalk stated they each of them took copious, often verbatim, notes of Board meetings. Trustee Schapiro recommended the Board record all meetings so that a verbatim transcript is preserved.

President Arceneaux requested the Board discuss the City Manager's transition proposal.

ITEMS FOR DISCUSSION

Budget and Governance Discussion with the City Manager

Trustee Schapiro pointed out the Board needed to deal with Item 7A (amendment of the FY2012 budget) on the agenda.

Secretary Tannen stated he was very encouraged by the City Manager's proposal, but his understanding was the Board would be submitting a levy request to the City Council and that the City Manager's proposal appeared to be a change in the schedule that the Board had been following to move to implement the fund model. He inquired if the proposal was something the Board needed to vote on since the City Manager's proposal could be contingent on the City Council's vote. Secretary Tannen also asked the City Manager about recent comments made by an alderman that the City Council put a referendum on the ballot in the near future to convert the library to a district and that the City Manager and the Law Department had previously concluded that this was not provided for in the library statute. The City Manager said his goal was to take the library conversation in a new direction.

Treasurer Allen stated she understands Trustee Tannen's concern that this is something the Board is seeing for the first time. She said that nothing is new or out of left field and the proposal considers more issues, including the addition of a subcommittee to help the Council and Board carefully address the issues. She endorsed the proposal as a way to move forward. Treasurer Allen stated this is a process that will take some time.

Trustee Schapiro thanked the City Manager for the proposal and thinks it's a very good plan. The Library is effectively still part of city government but he did not think EPL could levy the Library Fund line item yet. He stated he is looking forward to working with the City Council in a collaborative manner.

Trustee Stone asked for clarification about the Library Fund status. Treasurer Allen stated the Board had previously voted to become a Library Fund but it will not be formalized until negotiations are finalized.

President Arceneaux asked if there were any objections to approving the proposal and that the City Manager present his proposal to the City Council. As there were none, the Board accepted the proposal. She thanked City Manager Bobkiewicz and asked him to present the proposal to the City Council.

BOARD REPORTS

Evanston Public Library Friends Report

Vice-President Newman reported she attended the Library Friends gala at the Mighty Twig along with over 200 other attendees. The Friends are well on their way to raising the necessary funds to keep the Twig open through 2012. She stated she saw enormous opportunities to coordinate and cooperate with the Friends in the future and encouraged the Board to visit the Twig.

ITEMS FOR DISCUSSION

Qualities and Attributes of the next Library Director

Director Dziejdzic reminded the Board they will meet with the library director search firm led by Paula Singer in early December. Prior to that meeting, the Board needs to identify the attributes and qualities they desire in the next Director.

She asked the Board to look over the list of qualities they previously submitted, add new ones and then prioritize the qualities/attributes. Director Dziejdzic suggested the Board think about the issue of collaboration and asked if the Director needed to have all of the qualities listed or if he/she could collaborate with staff to get the qualities as a whole. She stated this exercise was a way to develop priorities and get the Board thinking about it and hoped the advertisement would stimulate even more ideas. Each Board member had three votes to select the qualities/attributes from the full list that they find most important in a director. The results were:

Six Votes (total)

- A strong affinity and passion for connecting the Library with all ethnicities and underserved populations in Evanston and able to work with a diverse community

Five Votes

- Proven ability to effectively lead staff and promote a collaborative atmosphere

Three Votes

- Politically savvy and comfortable operating in a political atmosphere
- Enthusiastic and experienced at doing neighborhood outreach
- Strong ethical standards
- Innovative outreach and programming
- Creative service delivery

One Vote

- Knowledge about new technology and how to incorporate it into the Library
- Common sense
- Intellectual strength: Evanston is a community of highly educated citizens. This quality may be demonstrated by educational background and by any teaching experience
- Ability to navigate in a political environment
- Ability to work productively in a community that is highly engaged in civic affairs
- Membership or activity (speaking, writing) in community organizations

Additional Desired Attributes

- Down to earth; has a human touch
- Openness to others' opinions
- Grant writing and fundraising
- Active in professional associations
- Embrace the Digital Age and be enthusiastic and knowledgeable about using technology to make the Library more compatible with the new technology

Director Dziedzic thanked the Board for completing the exercise. She stated the staff had taken part in the same exercise on the October 14th staff development half day. The staff comments were not shared before the Board exercise to minimize bias, but she saw plenty of common ground between the two. Although perceptions of a director differ, there was good overlap between the Staff and the Board. Director Dziedzic said she would share the staff results with the Board and vice versa.

UNFINISHED BUSINESS

Amendment of the FY2012 Budget

Treasurer Allen moved that the Board remove the \$20,000 charge back for city overhead from the budget. The motion was seconded by Trustee Schapiro and was approved unanimously.

Approval of Resolution for Budget and Annual Tax Levy

Treasurer Allen motioned that the Board postpone the budget resolution and annual tax levy until the December 1st, 2011 meeting. Trustee Schapiro seconded. The motion was approved unanimously.

NEW BUSINESS

Approval of the 2012 Library Closing Schedule

Paul Gottschalk presented the Library closing schedule for 2012. He stated it was the typical schedule based on the union contract and the traditional holiday schedule. The schedule includes two half-day staff development days, one in March and one in October.

Trustee Schapiro moved that the Board approve the 2012 Library Closing Schedule. President Arceneaux seconded and the motion was approved unanimously.

Proposal to Name the Lobby Book Sale Area

Paul Gottschalk reviewed the Board policy regarding naming opportunities at the Library and said Beth McGuire was approached about a month ago by the brother of Sabina Flanagan, a booksale volunteer who recently passed away. The staff and prospective donor agreed on the Lobby Booksale area as the best space to name in honor of Ms. Flanagan. In consideration of the naming opportunity, a gift of \$30,000 would be added to the Library's endowment and the income will be used for collection development in perpetuity.

Secretary Tannen motioned that the Board approve the booksale area be named in honor of Sabina Flanagan. Vice-President Newman seconded the motion.

Trustee Schapiro suggested staff print a list of the plaques that are in the building for named spaces and thanked Beth McGuire for her part in the most recent donation.

Paul Gottschalk stated Beth McGuire had also updated the website donation pages to give donors more ways to give to the Library, including a page discussing planned giving. A prospective donor saw the page and approached Paul to inquire about adding the Library as a beneficiary to her will.

The motion passed unanimously.

Appointment of Committee to Review Legal Services

President Arceneaux appointed Trustee Schapiro and Secretary Tannen to the Committee to review legal services. The committee will review the Board's current situation and solicit firms for a 3-year contract with an option for renewal.

Resolution in Honor of Susan Stone

Trustee Arceneaux read the resolution in honor of Trustee Susan Stone, thanking her for her service on the Board.

Trustee Stone stated it had been an honor serving on the Board thanked Paul Gottschalk for his amazing work as a real attribute to the Evanston Public Library. She also read a poem about her long tenure on the Board.

ADJOURNMENT

The meeting was adjourned at 8:06 p.m.

Respectfully Submitted,

Michael Tannen, Secretary
Evanston Public Library Board of Trustees

**THE NEXT LIBRARY BOARD MEETING WILL BE THURSDAY, DECEMBER 1st AT
6:30 P.M. IN THE BARBARA FRIEDBERG ROOM OF THE MAIN LIBRARY**

DRAFT



MEETING MINUTES

EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, December 1, 2011

6:30 PM

Evanston Public Library, 1703 Orrington Ave, Friedberg Storytelling Room

Members Present: Diane Allen, Sergio de los Reyes, Susan Newman, Benjamin Schapiro, Sandra Smith, Michael Tannen

Members Absent: Sharon Arceneaux, Margaret Lurie

Parliamentarian Present: Joan Bundley

Staff Present: Donna Dziedzic, Paul Gottschalk, Beth McGuire

Presiding Member: Susan Newman, Vice President

CALL TO ORDER/DECLARATION OF QUORUM

A quorum was present and Vice President Newman called the meeting to order at 6:30 p.m.

CITIZEN COMMENT

There was no citizen comment.

INFORMATION/COMMUNICATIONS

Paul Gottschalk reported that he had spoken with the donor of the \$30,000 gift and the Booksale space on the 1st floor will be named in memory of his sister Sabina Flanagan. The funds will be placed in the endowment and investment income will be used for collection development in perpetuity.

The Fund for Excellence received an exceptionally generous \$15,000 gift from Rachel Hayman and Edward Michael.

Beth McGuire reported on the Fund for Excellence campaign. All appeal letters had been mailed and the total amount received to date was over \$52,000 with 260 donors.

ITEMS FOR DISCUSSION

Discussion with Paula Singer about the Library Director Search

Director Dziedzic introduced Paula Singer of The Singer Group, the library director search firm engaged by the Board.

Dr. Singer emphasized that this is an exciting time of transition for the Library. Selecting and working with the Director is the most important job of the Board.

She asked each board member to respond to the following questions in order to help her best position Evanston and the Evanston Public Library to potential candidates.

- What opportunities are here for the new Director?
- Why would someone come here?
- What are the characteristics of the new Director the Board seeks?

Susan Newman said that Evanston is a diverse, vibrant community; the Library has a solid base of funding. The Library has many passionate supporters as evidenced by the opening and success of the Mighty Twig. The Library Director needs to be a creative leader with the Board, staff and community.

Sergio de los Reyes said that the mission of many cultural institutions, including libraries, has blurred in recent years. The rise of the internet and expanded use of e-books have affected core services of libraries. There are other places that have more money and can do a better job of providing research, teaching, and entertainment.

Diane Allen spoke of the need to address the reasons why many Evanston residents use neighboring libraries instead of Evanston. Better collections, services and easier access are likely causes. The recent developments at EPL and its move to a new funding model needs to be framed in positive terms. EPL needs to market itself and all that it provides because many people are not aware of the breadth of services EPL offers.

Benjamin Schapiro said that the Library needs to be marketed as being relevant for people and businesses. Building community connections and partnerships is key. There is pent up demand for better collections and services because so many residents visit and use the libraries in Skokie and Wilmette. Deferred maintenance and capital improvements will need to be addressed. The new Director need not be a specialist but will have to deal with external factors such as the transitional political, the governance situation as it relates to potential caps on budgeting. The Library needs someone who can encourage staff to do their jobs successfully. An external focus is needed (with residents, patrons, donors and elected officials). If the Board succeeds in hiring a great Director then everyone succeeds. The Director may well find themselves in better situation in a couple of years because of their success here.

Michael Tannen said that staff members have been on a roller-coaster the past few years and the new Director need to infuse fresh enthusiasm among the staff. The quality and dedication of EPL staff is an opportunity for an upcoming director. So too, is the recognition that public libraries can play a role in bringing internet access to the public. At the national level, the chairman of the FCC has written that libraries can and should play a role in bridging the internet divide. Here in Evanston, EPL's visioning plan and Evanston 150 have both concluded that access to the internet is an important goal.

Sandra Smith said she wants a Director who can think outside the box with creative ideas that will bring people back into the Library and provide outreach services for those people who cannot get to the Main Library.

When asked by Ms. Singer, Joan Bundley, the parliamentarian, said that the Library is more than collections; programming turns her on. Pay parking is an obstacle.

Paula Singer said she will develop the pool of candidates and then it's the Board's role to select someone they're happy with. She thinks the Director will need to be politically savvy, experienced with transitions and Board development; someone who is not in a status quo system.

Donna Dziedzic suggested that the Board might want to find someone who is able to develop a supportive environment and has the skill to develop staff to be able to do the things that need to be done.

Susan Newman asked Paula Singer about the pool of potential candidates. How realistic are we? Paula said that Evanston is positioned to get really good applicants; there is a nationwide problem with people selling their home in this economy. A partner finding a job may also be a challenge. However, she said that this an exciting time for EPL with a new funding model, a new visioning plan and an engaged community.

The salary range is identical to other City department directors and will be included in the job description.

Donna Dziedzic said that there are some difficult issues at EPL, but she is not aware of any directorship that doesn't have some serious issues. There has been tremendous progress made recently. We need to posit the issues in a positive frame. Several Board members echoed this sentiment and that although the last several years have been difficult, EPL has had great successes and is moving forward with an engaged board, an engaged citizenry, and a comprehensive visioning plan.

Paula Singer asked if there is a desire for someone who is visible in the public library community, someone who presents nationally, writes in journals etc. Donna said that a state and national presence increases positive exposure and interest from funders.

Schedule

The Board as a whole will be the search committee. The Board will receive dossiers on the top candidates on or before February 6th and will meet on February 8th to select candidates to be interviewed. The Board and Paula Singer will meet on February 20th to prepare for the interviews with the final candidates on February 21st. Paula suggests having them make presentations to the Board as part of interview.

City Manager Bobkiewicz will meet with the finalists as well. Staff meetings with the finalists will be arranged if the schedule permits.

BOARD REPORTS

Evanston Public Library Friends

Friends' President Marcia Mahoney said that the Friends have reached 80% of their fundraising goal and are working to extend the lease on the Mighty Twig through August. The Friends are working with Family Focus on a renovation of a library space to support ETHS students with children.

STAFF REPORT

Financial Statements

Paul Gottschalk said that he expects the Library will be under-budget for FY2011 due to three full-time vacancies and that all collection funds will be spent. The Library may not be able to carry over a fund balance to FY2012.

Work setting up the Library Fund for FY2012 has begun and it will include a new chart of accounts, operating and capital reserves, and revenue from development income.

ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Michael Tannen, Secretary
Evanston Public Library Board of Trustees

THE NEXT LIBRARY BOARD MEETING WILL BE WEDNESDAY, JANUARY 11th AT 6:30 P.M. IN THE COMMUNITY MEETING ROOM OF THE MAIN LIBRARY



Memorandum

To: Evanston Public Library Board of Trustees

From: Paul Gottschalk, Administrative Services Manager

Subject: Administrative Services Update

Date: January 6, 2012

With this memo I want to give the Library Board an update on significant administrative activities at the Library:

Human Resources

Recruitment of candidates for the Library Director position is well underway. Paula Singer is evaluating candidates and will prepare dossiers for the Board on the top prospects. The Board is scheduled to meet at 6:30 pm on February 8th in Executive Session to select candidates to be interviewed on February 21st.

We've hired four excellent employees:

- Elvira Carrizal-Dukes was promoted to the full-time Latino Outreach Assistant position in Adult Services.
- Genevieve Guran was promoted to a 20 hour Librarian position in Adult Services.
- Kim Hiltwein was promoted to a 20 hour Library Assistant position in Adult Services.
- Roberta Scheff was hired as a 20 hour Periodicals Clerk in Adult Services.

At the present time, we have a 20 hour opening as a Circulation Clerk and expect to hire someone from the eligibility list established the last time we interviewed.

Recruitment of our full-time Young Adult Librarian position is underway. The application deadline is January 10th.

I am serving on the City's negotiating team for a new collective bargaining agreement with AFSCME, the union representing the majority of Library employees.

Financial Resources

The Library Fund was established for FY2012 effective January 1st.

I project FY2011 expenses will be within 1% of budget. All collection funds have been spent. Final FY2011 invoices are still being processed. The final FY2011 financial reports will be available at the February Board meeting.

In December we made several significant purchases:

- Two self-check units will be installed in the lobby for patron self-service at checkout.
- The complete on-line archive of the *Chicago Defender* from 1910 to 1975.
- Twenty-two desktop computers to replace old public internet stations.

The Fund for Excellence campaign has been incredibly successful. I'll provide details at the Board meeting.

Strategic Plan

We have formed eight staff teams to develop specific objectives to achieve the goals of the strategic plan. I'm responsible for the deliverables and will have a draft of the plan at the February meeting for the Board's consideration.



1703 Orrington Ave., Evanston, Illinois 60201
Phone: 847.448.8600 Fax: 847.866.0313
www.epl.org

20 December 2011

To: Donna Dziedzic, Interim Library Director
cc: Paul Gottschalk

Re: Robert Huston Appeal of Suspension of Library Privileges

Donna:

At the Board's request, I have reviewed Mr. Huston's written submissions relating to EPL's six-month suspension of his library privileges. I have also considered Mr. Huston's oral presentation of his appeal which he made at the October EPL Board meeting as well as Paul Gottschalk's comments at the meeting,

I have concluded that the suspension of Mr. Huston's library was justified and appropriate under the circumstances and should be upheld with one suggested modification. Assuming Mr. Huston agrees that, going forward, (i) he will obey all EPL rules and regulations and (ii) he will respect EPL staff, I would recommend that his six month suspension be reduced and that his EPL privileges be reinstated on January 15, 2012.

Based on what I have read and heard, Mr. Huston violated EPL Rule 7.1 by being unruly and disruptive about a claimed theft of his property years before, in 2009. His conduct startled EPL staff and patrons. His loud outbursts prompted Juliette Swett to contact Paul Gottschalk to defuse the situation. Even after Mr. Gottschalk intervened and warned Mr. Huston about the consequences of his conduct, Mr. Huston's outburst continued and in fact, escalated. Mr. Gottschalk's account of events, both in the documents submitted and at the Board meeting, is accorded much weight. I have observed Mr. Gottschalk at every EPL Board meeting the last two years and have worked with him closely on the Visioning Committee. Mr. Gottschalk is a paragon of patience. I am confident that he did what he thought was prudent and necessary under Rule 7.1.

Mr. Huston's presentation of his appeal at the end of the Board meeting was respectful. He quietly waited for more than two hours to make his points as the Board debated important issues about EPL's budget and about the minutiae that often take up so much time at any board meeting. I believe that the earnest and grave tenor of Mr. Huston's delivery at the Board meeting shows that he is remorseful for his conduct on August 4, 2011.



1703 Orrington Ave., Evanston, Illinois 60201
Phone: 847.448.8600 Fax: 847.866.0313
www.epl.org

Accordingly, the suspension of Mr. Huston's privileges should not be reversed. But, subject to the conditions in the second paragraph of this memo, I would recommend that Mr. Huston's EPL privileges be reinstated on January 15, 2012..

I would like to discuss Mr. Huston's appeal at the EPL Board meeting on January 11, 2012. After our discussion, I would suggest that the Board as a whole take a vote. Mr. Huston should be invited to our meeting, and while I believe that we could go into executive session to deliberate, I would propose that we discuss this issue at our public Board meeting.

Thank you for your attention to this matter.

Sincerely,

Michael M. Tannen, Trustee



Memorandum

To: Evanston Public Library Board of Trustees
From: Paul Gottschalk, Administrative Services Manager
Subject: Revision of the Materials Selection Policy
Date: January 5, 2012

Over the course of the next year, staff will bring Library policy revisions to the Board for review and approval. Following this cover memo is the proposed revision to the Materials Selection Policy. Additions to the existing policy are underlined and deletions are noted on the side of the document.

Staff recommends Board approval of the revised Materials Selection Policy.

**Evanston Public Library
Materials Selection Policy
Amended xx/xx/2012**

Purpose

The purpose of this policy is to guide librarians and to inform the public about the principles upon which selection and retention decisions are made. A policy cannot replace the judgment of professional library staff, but stating goals and indicating boundaries will assist them in both choosing from an array of materials and electronic resources, and withdrawing or cancelling materials and electronic resources which are no longer useful.

Deleted: librarians

Responsibility for Selection

The selection of library materials and electronic resources within the framework of a Library Board approved selection policy is an administrative function and is one of the duties and responsibilities of the Library Director. He or she shall delegate this responsibility to appropriately trained and skilled staff members, who will be guided by this policy, literary standards, selection tools, the interests of Library patrons, and the needs of the community and its individual members.

Objectives

The collections and electronic resources of the Evanston Public Library are the principal means by which the Library fulfills its mission as stated by the Library Board (Mission Statement). The Library will strive to provide materials and electronic resources that:

- A. Enrich, entertain, and serve the varied interests of community residents
- B. provide community residents with reliable information sources for their personal needs.
- C. Reflect the diverse religious, racial, ethnic, and cultural backgrounds of our community and our American heritage

Deleted: Assist community residents in the making of intelligent choices

The Library Board recognizes that many materials and electronic resources are controversial and that any given item may offend some patrons. Selection decisions, however, are not made on the basis of anticipated approval or disapproval, but solely on the ability of the work to serve the needs and interests of community residents. The Evanston Public Library Board of Trustees is bound by the democratic principles expressed by the First Amendment to the U. S. Constitution and endorses the American Library Association's "Library Bill of Rights," and incorporates it as part of this policy.

Guidelines for Selection

Selection is a critical and interpretive process. Reviews are the principal tool used in the selection of library materials and electronic resources. Staff members selecting library materials and electronic resources are also assisted by bibliographic publications, authoritative discussions of the subject, publisher and

Agenda Item 8.A

vendor advertising and demonstrations, popular demand, and requests of Library patrons.

In selecting materials for the Evanston Public Library the following criteria will be used as they apply:

- A. Comprehensiveness and depth of treatment; clarity, accuracy, objectivity and logic of presentation; artistic quality and/or literary style as established by reviews in standard selection sources
- B. Permanence, current relevance, or social significance of the content
- C. Reputation of author, producer, or publisher
- D. The works contribution to the diversity of viewpoints on controversial issues
- E. Suitability of the physical format for library use
- F. Local interest and popularity.
- G. Reference value

Deleted: needs

Children's Materials

Materials especially suited to young people from infancy through 8th grade are housed in the youth service areas of the Library. A collection of materials for young people of middle school and high school age is also housed in the Library's Young Adult Services room (The Loft). These materials are carefully selected for younger patrons using the same general guidelines as the adult collections. The assignment of maturity or reading levels to children's materials is done according to prevailing norms as an aid to Library patrons. It is not intended to restrict any person in his or her use of the Library. All Library collections and resources are available to any Library user. Parents have the responsibility for the guidance of their child's use of the Library and its resources.

Deleted: adult services department

Format

The Evanston Public Library began as a collection of books and other printed materials and these remain the cornerstone of the Library's collections. Almost from its beginning, however, the Library collected informational and cultural resources in audio and visual formats as well, and such resources represent an important component of the Library's collections. Today the Library also provides access to a variety of electronic resources that don't exist as a physical presence in the Library's facilities. Selection criteria for non-book formats are generally the same as for print books.

Deleted: makes available

Materials may be available in a variety of formats. Factors governing the choice of format include anticipated use, storage requirements, ease of access, and the format of earlier editions. When all other factors are equal, ease of access by the public should be the primary consideration.

Deleted: New formats are developing at a dizzying pace, and the Library cannot afford to purchase and house all of them. While we recognize that this is not an easy determination to make, the Library will generally not add new circulating formats unless it is likely that such materials can be utilized in at least a third of the households in the community. New formats for reference materials will be added when the information provided is judged to be an important reference resource and when the Library can provide access to these formats in a cost effective manner.¶

New formats shall be considered for the circulating collection when, as evidenced by local requests, a significant portion of the community is using the format. Availability of items in the format, the cost per item, and the Library's ability to acquire and handle the items will also be factors in determining when a new

format will be collected. Similar considerations will influence the decision to delete a format from the Library's collections.

The Library recognizes the importance of acquiring materials in formats that can be utilized by Evanston residents with disabilities. The Library will seek to match community demand with the existing collections of such materials, and will be alert for new formats that could be of use to disabled residents.

Deleted: ¶

Weeding

The Library regularly withdraws materials that are out of date, no longer of interest, duplicated, worn, or mutilated. Weeding the collection in this manner serves three purposes. First, it keeps the collection useful to Library patrons by withdrawing those materials that are too dated or damaged to be useful. Second, it makes it easier for patrons to use the collection by eliminating the necessity of sorting through those items that are no longer of interest or use. Third, it maintains the Library's collections at sizes appropriate to the Library's facilities. Frequency of circulation, community interest and needs, and the availability of newer and more useful works are the primary considerations when making decisions to withdraw library materials.

Re-evaluation of Library Material

When a member of the community has a question or an objection concerning the presence of a book or other item in the collection, library staff will listen to the question or objection and inform the person of the Library's Materials Selection Policy, especially the Guidelines for Selection. If this discussion does not satisfy the patron and the patron would like the inclusion of this item in the Library's collection to be reconsidered, the patron should be given the "Citizen's Request for Re-evaluation of Library Material" form. The form should be completed as fully as possible and returned to the Library Director.

The Library Director will convene a Materials Evaluation Committee consisting of the Unit Head where the concern originated, the staff person responsible for selection in this area, one other member of the staff, and the Library Director. All members of the Committee will read, view, or listen to and evaluate the material in question. Review sources will also be examined.

The Committee will meet to discuss and evaluate the material and the Library Director will prepare a report summarizing the Committee's evaluation. A copy of this report will be sent to the person who submitted the "Citizen's Request for Re-evaluation of Library Material" form.

If the patron is not satisfied with the Materials Evaluation Committee's report, he/she can request a hearing with the Library Board. The members of the Board will be sent copies of the Committee's report and the "Citizen's Request for Re-evaluation of Library Material" form prior to the Board meeting at which the hearing is scheduled.

Reference Collection

Deleted: Book

Reference materials, by their nature, are intended for use in the Library by all our patrons and must be available at all times the Library is open. Consequently, reference materials, including magazines (except for those subscriptions specifically purchased for circulation), cannot be checked out of the Library. In order to facilitate access, the Library will subscribe to or purchase online versions of standard reference and periodical resources whenever feasible.

Gifts

The Library accepts gifts of materials with the understanding that the same guidelines for selection are applied to gifts as to materials acquired by purchase. The Library reserves the right to evaluate and to dispose of gifts in accordance with the criteria applied to purchased materials. Gift material not added to the collection cannot be returned to the donor, but will be given consideration as book-sale items.

Funds for the purchase of memorials -- books, periodical subscriptions, recordings, films, or other library materials -- are accepted. The responsibility for selection of memorials rests with the Library's staff following consultation with the donor on appropriate subjects. A memorial bookplate is placed in each item. The immediate family is notified promptly of any memorial gift and acknowledgment is made to the donor.

The Library has been particularly fortunate in receiving fine paintings, sculpture, furniture and equipment from donors. Although such gifts are usually welcomed and valued, the final decision on their acceptance rests with the Library's Board of Trustees.

Security Deposits

When the Library Director determines that certain items in the Library's collection are particularly prone to theft or to not being returned, he/she may place those items in a closed stack area of the Library and may require a deposit of ten dollars before the items can be checked out.



Memorandum

To: Evanston Public Library Board of Trustees

From: Paul Gottschalk, Administrative Services Manager

Subject: Evanston 150 Goal – “The More You Know”

Date: January 5, 2012

With this memo I want to give the Library Board information about Evanston 150 and ask for your guidance on the Library’s participation in the project.

Background

As you may know, former Library Director Mary Johns served on the Evanston 150 Steering Committee, a community-wide visioning project that has resulted in ten bold ideas to celebrate Evanston’s 150th anniversary and make a long term, positive impact in the community. One of the ten ideas is titled “*The More You Know: City of Information*” and addresses core library services:

“Establish fully functional neighborhood literacy centers in geographically different areas of Evanston. In addition to providing conventional library services and events, these facilities will promote community learning with a focus on technology. This project will also establish free wi-fi city-wide in order for residents to have access to information everywhere!”

Several weeks ago, Lesley Williams had a conversation with Marybeth Schroeder of the Evanston Community Foundation about Evanston 150 and learned that no one had volunteered to facilitate the “More You Know” initiative (the other nine ideas had assigned facilitators). Lesley and I thought that it was imperative that the Library be actively involved in this initiative, especially given the Library’s strategic plan goal on neighborhood services. Lesley volunteered to help coordinate the group on behalf of the Library. Given her professional skills and broad community experience, Lesley is the best staff member to represent the Library on this project.

Evanston 150 has invited people to gather at the Library on January 7th to begin working on action plans to move all ten ideas forward. The kickoff meeting is open to the public and everyone is welcome to participate. Benjamin Schapiro will be attending and at

least three leaders of the Evanston Public Library Friends have indicated they want to participate in “The More You Know” work group. Through a mass e-mail to their membership, the Friends have encouraged other members to participate.

Recommendation

I recommend that the Library Board consider and affirm the Library’s involvement in the “The More You Know” initiative and appoint a Board member to be involved in the work group.



Memorandum

To: Evanston Public Library Board of Trustees

From: Paul Gottschalk, Administrative Services Manager

Subject: Outreach to Aldermen by Board Members

Date: January 5, 2012

Diane Allen and Michael Tannen will address communications between Library Board members and City Council members. Attached is contact information and information about ward meetings held by the Aldermen.

Ward	Alderman	E-mail	Meetings
1 st	Judy Fiske	jfiske@cityofevanston.org	Quarterly-First Tuesdays in March, June, September, and December- At Evanston Public Library, 1703 Orrington Avenue from 7-9 pm
2 nd	Peter Braithwaite	pbraithwaite@cityofevanston.org	*
3 rd	Melissa Wynne	mwynne@cityofevanston.org	*
4 th	Donald Wilson	Wilson4th@aol.com	*
5 th	Delores Holmes	dholmes@cityofevanston.org	Monthly Meetings on the third Thursdays at 7pm at Fleetwood-Jourdain Community Center, 1655 Foster st. Evanston, IL
6 th	Mark Tendam	Mark.tendam@comcast.net	*
7 th	Jane Grover	jgrover@cityofevanston.org	*
8 th	Ann Rainey	Annrainey8@aol.com	*
9 th	Coleen Burrus	Burrus-9thward@live.com	*
City Council	All Aldermen+Mayor		January 9 th /23 rd and February 13 th and 27 th After Planning and Development Committee Meeting at 7:15 pm At City Coucil 2100 Ridge Ave, Evanston IL 60201

*Other wards meet as needed, do not have regularly scheduled meetings. Can call or e-mail to schedule individual meetings.

FOR YOUR INFORMATION

www.chicagotribune.com/news/local/ct-met-open-meetings-1205-20111205,0,1238145.story

chicagotribune.com

You've got email — and a potential open meeting violation

Emails among public officials can be considered a meeting, one that bans the public

By [Robert McCoppin](#) and [Amy Alderman](#), Chicago Tribune reporters

December 5, 2011

Emails, notorious for getting employees into trouble, are also getting public officials in hot water.

Increasingly, officials are accused of violating the Illinois Open Meetings Act by hitting the "send" button on electronic mail.

Sometimes, it's inadvertent and minor. In other cases, public access advocates say, emails and instant messages are in danger of becoming the new smoke-filled backrooms of politics.

On Saturday, the Lake Zurich Village Board gathered to take a training course in open meetings law — a class that was ordered after the Lake County state's attorney's office found that a word had been changed in a village ordinance after it was approved. But that followed a finding in May of repeated violations in which four Lake Zurich trustees shared email summaries of meetings, along with criticisms and directions for staff.

In another case this year, the Joliet Historic Preservation Commission was cited by the Illinois attorney general's office in part for using email to discuss efforts to save a building targeted for demolition.

The attorney general also ruled this year that in Prospect Heights School District 23, emails circulated among school board members and the superintendent about a controversial grade-level center plan "closely approached" violations.

At the training session for Lake Zurich officials Saturday, Assistant Lake County State's Attorney Janelle Christensen lectured about the potential dangers of email and how even the most minor changes to official documents can be fraught with peril.

"Email is a very slippery slope," she said.

In most cases, she said, an email from one village trustee to another does not violate the Open

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Meetings law.

But it becomes a violation as soon as there is discussion of public business among a majority of a quorum of public officials, Christensen said. A quorum is the minimum number of people needed to conduct business, usually more than half. So for a typical six-member village board, a quorum is four people — and a majority of that would be three.

When in doubt, don't email, Christensen warned.

"Think back to 1990," she advised her students. "Sometimes you have to think of the board being an old-school dinosaur. ... Pick up the phone. Do it the old-fashioned way but do not email."

Some violations may be honest mistakes, but others involve intentional efforts to skirt the law, in the view of Donald Craven, general counsel for the Illinois Press Association.

He said he hears from reporters who complain that they can hear trustees on their laptop computers during meetings "ping" each other with instant messages.

"It's clearly a growing segment of the law," Craven said. "There are public officials who study this and are religious about it. But some just don't know, some frankly don't care and some don't think it's anybody's business."

Officials who would never dream of getting together in private to discuss public business may not think twice about sharing an email, Twitter or Facebook comment.

But the Open Meetings Act explicitly applies to electronic communications such as email and instant messaging. The act requires all meetings of public bodies regarding public business be open to the public, with limited exceptions.

In addition to open meetings violations, emails are listed as public documents under the state Freedom of Information Act, meaning the public is entitled to see emails about public business, which can be damaging.

In 2009, for instance, the Tribune reported that emails revealed that the University of Illinois at Urbana-Champaign admitted under-qualified students based on their connections, news of which led to a turnover of the school's leadership.

In November, the Illinois attorney general ruled that emails and phone messages by public officials about public business are subject to disclosure even when they are on private cellphones or in private email or computers. Whether something is public, the opinion stated, depends on the content, not how it's communicated.

The ruling came in response to an inquiry by The News-Gazette in Champaign into whether City Council members were receiving electronic communications during meetings that affected their votes. City officials stated that some of the communications were personal and warned that disclosure would have First Amendment implications.

But Michael Luke, counsel to the attorney general, called the city's move to withhold personal emails and texts pertaining to public business "clearly inconsistent" with the government transparency set forth in the Freedom of Information Act.

Attorneys for public bodies are alarmed about the ruling, Craven said. "That's a whole new body of documents that needs to be maintained and monitored."

Most public-access complaints involve requests for documents rather than open meetings. Last year, the Illinois attorney general handled more than 5,200 new matters regarding public access, but only about 200 were for allegations of open meetings violations.

Spokeswoman Robyn Ziegler said the office takes all violations, including email, very seriously.

Since the Open Meetings Act was amended, effective last year, she noted, all public officers are required to get annual online training at illinoisattorneygeneral.gov, and the office provided 62 in-person training sessions.

"We believe that public bodies are still working toward full knowledge of the Open Meetings Act," she said. "They're interested in doing the right thing and correcting their mistakes. And for those that aren't, we're here to push them along."

Jack Siegel, who was the city of Evanston's corporation counsel for more than 45 years and continues to work in municipal law in the Chicago area, points to another prudent reason he advises local elected officials not to discuss public business in emails: "I'd tell them not to do it," he said, because if a municipality gets sued, emails can be required to be turned over to plaintiffs.

In Joliet, historic commission member Bob Nachtrieb maintains his group did nothing wrong, despite the attorney general ruling that members of that board violated the Open Meetings Act via email discussions. He said he used email merely to ask an architect for proper wording about architectural elements of a building he was trying to save.

As a result of that case, the commission's attorney advised members to put "do not reply" on the subject heading of official emails and told them never to hit "reply all" because that could involve a majority of a quorum in a discussion.

In any case, Nachtrieb suggested, there's no need for secrecy for many public bodies. Even when his unpaid group holds its twice monthly meetings, he said, no one from the public bothers to attend.

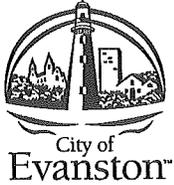
Still, he supports the motivation behind enforcement of the Open Meetings Act, realizing there are bigger fish to fry in the state.

"In Illinois, it's absolutely critical that we have" the open meetings law, he said. "The reputation of our state is pretty grim. A lot of it is because of behind-the-scenes shenanigans, so I'm all for enforcement."

rmmcoppin@tribune.com

aalderman@tribune.com

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Memorandum

To: Rodney Greene, City Clerk
Elaine Autwell, Deputy Clerk
All Department Directors

From: Michelle L. Masoncup, Assistant City Attorney

Subject: ALERT: Binding opinion issued by the Illinois Attorney General that electronic communication records are subject to FOIA

Date: November 29, 2011

OVERVIEW

On November 15, 2011, the Illinois Attorney General Office issued a binding opinion to the City of Champaign that all electronic communications are subject to disclosure under the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.* ("FOIA").

SUMMARY

The opinion was the result of an appeal. The City of Champaign received a FOIA request from a reporter requesting "all electronic communications, including cell phone text messages, sent and received by members of the city council and the mayor during city council meetings and study sessions for a specified period of time." The reporter noted in his request that it applied to both city-issued and personal cell phones, email addresses, and Twitter accounts. The City responded to the request with some responsive documents with redacted information, and also partially denied the request stating that private citizen's communications to the mayor or council member's on privately owned electronic devices are not within the scope of FOIA. The City argued that since it did not have possession of the communications on private devices and email accounts, they are not responsible for furnishing records pertaining to public business from the electronic devices and accounts. The reporter appealed the City of Champaign's partial denial to the Attorney General's Office believing that the communications from private cell phones, email accounts and twitter feeds are public records under FOIA.

The Attorney General agreed with the reporter and issued a binding opinion to bring greater clarity on the Attorney General's expansive interpretation of "public records" under FOIA. The opinion states that all electronic communications pertaining to public business which are sent *from or received by* an electronic device owned by a member of a public body, rather than just the public body itself, are also public records and

therefore subject to disclosure under FOIA. Section 2(c) of FOIA defines “public records” as: “[a]ll records and all other documentary materials pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, *or* having been or being used by, received by, in the possession of, *or* under the control of any public body.” (emphasis added). The Attorney General reasoned the statute definition is clear that the information that is public record is not determined by where, how, or on what device the record was created; but rather whether it was prepared by a member of the public body in conducting the affairs of government, and how the information was used.

Clearly, not all information sent by or received by a member of the public body on private devices or email accounts are subject to FOIA. Information which merely mentions public business in a non-substantive way is not a public record, versus information which relates to the transaction of public business in the City of Evanston, which is a public record. Non-public information can be redacted, however, that requires time and effort to do so, and would likely be required to be produced to the Attorney General, for its review in the event of a requestor appeal.

CONCLUSION

City officials must be cautious when using private email accounts, private cell phones, and twitter postings in the transaction of public business. When the City receives a request for electronic communication, please clarify the type of electronic communication (emails, texts, and twitter postings) prior to searching all avenues of communication. The Requestor may only be interested in e-mail communication sent by or received from a City of Evanston employee, official, etc. using a City of Evanston issued e-mail address. The Attorney General continues to focus on transparency of government and its operations and we must respond to requests pursuant to FOIA accordingly.



Partners for the Future: Public Libraries and Local Governments Creating Sustainable Communities

Urban Libraries Council

.....

Leaders at all levels of government, along with those in the private sector, are convening conversations and taking action to create strong, sustainable communities. *This publication is a statement on the significant role of public libraries in achieving local sustainability.*

We know that no single individual or organization can turn the tide on years of practices and policies that have brought us to near economic and environmental collapse. And, we know and are confident, that through new knowledge, practices and combined effort we can take the incremental steps necessary to gain a foothold to a sustainable future.

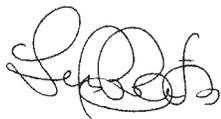
No matter the community in which we live and work, each day we are reminded of the vulnerability of our economy, environment and citizens. We are peppered with media stories of unusual and extreme weather patterns, natural resources battered by natural and man-made disasters, and the growing distance between the economic, educational and technological haves and have-nots in our community.

Public libraries are partners for sustainability and the local anchor for economic, environmental and equitable development of communities as they:

- Engage young children, caregivers and parents in reading readiness programs to support kindergarten success.
- Provide public access computers for under and unemployed citizens needing to submit job applications only accepted online.
- Educate the public on sustainable energy practices and techniques available for home and office.

Partners for the Future: Public Libraries and Local Governments Creating Sustainable Communities provides examples of member libraries of the Urban Libraries Council from across North America working with others in their community to build vital sustainable cities, towns and counties.

ULC members are library leaders, uniquely positioned to use their organization, knowledge resources and facilities to benefit their community's sustainability. They are dedicated to contributing to a healthy, sustainable future.



SUSAN BENTON
ULC PRESIDENT & CHIEF EXECUTIVE OFFICER

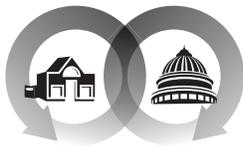
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Local Governments
and Libraries –
Sustainability
Partners



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Economic Prosperity –
Making Cities and
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Environmental
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Executive Summary

Local governments and public libraries are emerging as powerful partners in building strong, sustainable communities. Their shared commitment to economic vitality, environmental preservation, and social equity has already produced solid outcomes, leading to many opportunities and challenges that lie ahead.

This report examines the relationship between local governments and public libraries in creating sustainable communities and highlights the remarkable breadth of public library programs that help local governments achieve their sustainability goals.

The research is built around the “triple bottom line” of sustainable development:

- **Economic vitality** focusing on making cities and counties economically

stronger through education, workforce development, and economic growth;

- **Environmental quality** focusing on preserving and enhancing natural resources and assets; and
- **Social Equity** to ensure that all residents have equal access to economic activity and are not exposed to environmental harm based on social class.

The findings that emerged from in-depth interviews with local officials and library directors point to both powerful existing partnerships and opportunities for deeper connections to achieve lasting results.

Actions local governments and libraries are taking together to create sustainable communities include:

- Enhancing 21st-century literacy skills to provide a foundation for long-term economic success;
- Connecting people with job opportunities and the skills they need to succeed in today’s workforce;
- Supporting and growing small businesses, which are the lifeblood of long-term

economic growth;

- Leveraging public library buildings as catalysts for downtown and neighborhood economic development;
- Reducing energy consumption in public buildings by modeling green construction and green operations and developing and testing alternative energy sources;
- Educating the public about individual environmental responsibility;
- Providing easily accessible resources for those in need—immigrants, the newly jobless, at-risk youth, and more;
- Meeting the immediate needs of the community while building long-term economic stability.

This report demonstrates how public libraries help local governments achieve sustainability goals in each of the three triple bottom line components and is intended to both celebrate successes to date and provide a roadmap for partnerships that are built to last.

The research is built around the
“TRIPLE BOTTOM LINE”
of sustainable development:



Economic

Economic vitality focusing on making cities and counties economically stronger through education, workforce development, and economic growth



Environmental

Environmental quality focusing on preserving and enhancing natural resources and assets



Equitable

Social Equity to ensure that all residents have equal access to economic activity and are not exposed to environmental harm based on social class

DEFINING Sustainability

“For local governments, it [sustainability] is not only about preparing for growth or trying to redevelop a vacant industrial property. It encompasses everything that a local government does—from long-term stewardship of the community to the smallest day-to-day tasks.”

INTERNATIONAL
CITY/COUNTY
MANAGEMENT ASSOCIATION
WASHINGTON, DC
www.icma.org

“A sustainable community is one that is economically, environmentally, and socially healthy and resilient. **The success of a sustainable community depends on active, organized and informed citizens;** inspiring, effective, and responsive leadership; and responsible, caring, and healthy institutions, services, and businesses.”

INSTITUTE FOR
SUSTAINABLE
COMMUNITIES
MONTPELIER, VERMONT
www.iscvt.org

“Sustainability entails **meeting the needs of the present without compromising the ability of future generations to meet their own needs,** by making social and economic challenges compatible with environmental responsibility.”

CITY OF
NEW HAVEN
CONNECTICUT
[www.cityofnewhaven.com/
sustainability/index.asp](http://www.cityofnewhaven.com/sustainability/index.asp)

“Community sustainability is **a philosophy and framework for decision-making**. The sustainability process involves examination of the links between economic, social, and environmental issues as they relate to basic service provision and new initiatives. When considered together, **resources can be leveraged to make the solutions more cost effective.**”

COMMUNITY
SUSTAINABILITY
PLAN
CITY OF BOULDER, COLORADO
www.bouldercolorado.gov

“Multnomah County has a strong commitment to equity in its services including public health, social services, libraries, and education. All residents of Multnomah County have the right to a sustainable and healthy environment. By expanding sustainability’s relevance to all members of the **community, regardless of race, ethnicity, income, or education level**, Multnomah County will be one step closer to being truly sustainable.”

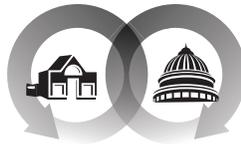
MULTNOMAH
COUNTY
SUSTAINABILITY PROGRAM
MULTNOMAH COUNTY, OREGON
www.multco.us/portal/site/MultnomahCounty

“Livability is the sum of the factors that add up to a community’s quality of life including the **built and natural environments, economic prosperity, social sustainability and equity, educational opportunity, and cultural, entertainment, and recreational possibility.**”

PARTNERS FOR
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1

LOCAL GOVERNMENTS AND LIBRARIES — SUSTAINABILITY PARTNERS



“Local governments are missing an incredibly valuable resource if they aren’t working directly and regularly with the public library regardless of the official structure.”

DON MARR

CHIEF OF STAFF,
FAYETTEVILLE, ARKANSAS

Local governments are leading the way in confronting the connected economic, environmental, and social equity challenges that are essential to the long-term health and vitality of North America’s counties, cities, and towns.

Public libraries are emerging as strategic partners with their local governments in shaping and achieving sustainability goals. Libraries’ solid community connections, stature as highly-trusted public institutions, capacity to deliver programs and distribute information to large and diverse audiences,

and universal accessibility make them logical partners in what the International City/County Management Association called sustainability “the issue of our age.”¹

Local governments are broadening and deepening their commitment to sustainability

There is an increased awareness of the linkages among economic, environmental, and social equity challenges and how local governments must make decisions today with an eye toward the future. While many

local sustainability plans began with a commitment to environmental preservation, the triple bottom line is now the driving framework, with economic prosperity generally leading the way.

Actions local governments are taking to address the triple bottom line include developing comprehensive plans; creating community advisory groups to engage and inform the public; viewing sustainability as a philosophy and a decision-making process more than a government “program”; hiring full-time sustainability officers to



coordinate actions; leveraging federal funds to support sustainability strategies; and signing onto national sustainability commitments designed to raise awareness and produce collective results. For example, more than 1,000 United States mayors have signed the Mayors' Climate Protection agreement in which they commit to reducing emissions in their cities to seven percent below the 1990 levels by 2012.

Public libraries' direct engagement in local government sustainability plans vary considerably

Many library programs support local sustainability priorities whether or not the library is an active player at the local government table. Literacy programs, job skills and job seeking services, universal Internet access, environmental information, and model green practices, all provided by the library, contribute to community sustainability. When the public library is a local government department, involvement in sustainability priorities is obviously the

strongest. However, regardless of the structural relationship, connecting public library programs and capacities to local government priorities will enhance results. Not making the connection, many local officials say, is a missed opportunity.

Because local governments and libraries serve the same constituency, ensuring close program connections advances local agendas

Constituents think of their library as a reliable and trusted *public* resource. When a public library is named for the city or county in which it is located, residents assume it is a local government service. So, in cities and counties where the library is a separate organization, leveraging the identity connection to become a strategic program connection makes good political sense. Local governments have maximized those connections by using library facilities for vital public meetings, drawing on library communication and outreach capacities to connect with shared constituencies, and depending on libraries to deliver

essential services that support local priorities.

“In any county, the public library is a major part of the community infrastructure,” says Jay Fisette, chairman of the Arlington, Virginia, County Board. “People in the county identify with it.”

Successful partnerships emerge from active outreach

Structure does not determine how partnerships work—people do. In many cases, the library director must take the first step. Cleveland's Chief of Sustainability Andrew Watterson says, “I didn't think of the library as a natural home for a sustainability resource center until Felton (Felton Thomas, Jr., Director of the Cleveland Public Library) came and presented his plan. After the presentation, we all looked at each other and said, ‘Of course this is a good place.’” As a result of that outreach, the city and the public library have worked together to build the resource center to support *Sustainable Cleveland 2019*, the mayor's long-term action plan.



Nashville Public Library Director Donna Nicely says she regularly takes the first step to ensure that library programs support the mayor's priorities. For example, to support Mayor Karl Dean's interest in increased use of rapid bus transportation, Nicely made locating branches along bus routes a priority. "Libraries should consider locations based on public transportation because it makes the library more accessible to everyone and reduces the need to drive," Nicely says.

Local governments and libraries can be powerful partners in building sustainable communities

They are cut from the same public service cloth and share the same values and commitment to building strong, healthy, engaged, resilient, and sustainable communities. By working together, local governments and libraries enhance resources dedicated to achieving sustainability goals, leverage the libraries' expertise to support local priorities, and strengthen connections to their shared constituencies. Libraries have also brought corporate partners to the table. Corporations such as

Aflac, the supplemental insurance provider in Columbus, Georgia, and Covidien, the health products and services provider in New Haven, Connecticut, have helped strengthen their contributions to achieving sustainability goals.

Library Governance and Local Government Partnerships

Governance relationships between local governments and public libraries vary widely. But library and local government leaders agree governance is, but should not be, an obstacle to effective partnerships.

A recent Urban Libraries Council survey highlighted the diversity of library structures. Of the responding libraries, 32 percent were city or county departments, 19 percent were independent agencies of a city or county government with a board appointed by the city or county government, 16 percent were special taxing districts, 11 percent were non-profit organizations, and three percent were part of the school district. Another 19 percent reported other structures, including joint city-county agency, independent

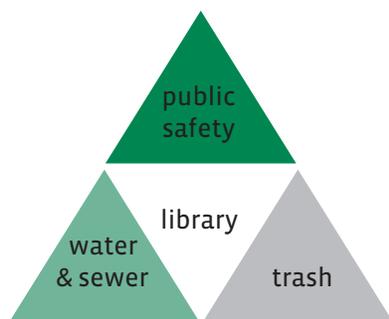
agency with both state funding and special taxing capacity, semi-independent agency, joint powers authority, and political subdivision of the state.ⁱⁱ

City Manager Rashad Young of Greensboro, North Carolina learned the value of having the library director among his department heads after working in two cities where the public libraries were independent agencies.

"This is a department I didn't have in my previous jobs. The library was there, but not part of my daily focus," Young says. "In Greensboro, I have become acutely aware of what the library means to the community—and how it contributes to improving the quality of life here. I regularly look to the library on a variety of programs, particularly around small business services and job connectivity/ job searching for local residents."

In Fayetteville, Arkansas, the public library is an independent agency governed by a Board of Trustees appointed by the Mayor, with 51 percent of its operating budget coming from the city. Nevertheless,

the library executive director participates in the mayor's weekly executive staff meetings with his appointed department heads. And the public library is considered a core local government public service.



CITY OF FAYETTEVILLE'S
CORE SERVICES

The library's position as a core service in Fayetteville evolved from sustained working relationships around local priorities and a willingness to take on new challenges. "The thing the library has been successful with is to say what are the goals of city government, what are the goals of the mayor, and this is what we can do to help you accomplish that goal," Marr says.

In University Place, Washington, a new branch of the Pierce County

Library is a key component of a town center development plan. The library system is governed by a five-member board of trustees appointed by the Pierce County executive with no direct connection to University Place—except that one of its 17 branches, the University Place Public Library, is located within the city limits. The city and the library system entered into an agreement to build the new library as one of the anchors for

"We're joined at the hip because the library and city hall are the anchors of our new town center. But it is deeper than that. Citizens see the library as a city function so it is important that I operate that way. And we benefit in many ways from their presence in the center of our downtown."

STEVE SUGGS
INTERIM CITY MANAGER,
UNIVERSITY PLACE,
WASHINGTON

the town center, in part because of its ability to draw people. "Electrons start buzzing around the library," says Interim City Manager Steve Suggs. "People connect to the library as a valuable and safe place—a resource that is not going away."

"We're joined at the hip because the library and city hall are the anchors of our new town center," Suggs says. "But it is deeper than that. Citizens see the library as a city function so it is important that I operate that way. And we benefit in many ways from their presence in the center of our downtown."

When local governments and public libraries are joined at the hip around sustainability goals, residents are more likely to be active, engaged, and informed and the opportunities for achieving results enhanced.

PUBLIC LIBRARY AND LOCAL GOVERNMENT PARTNERSHIP

Seven Lessons Learned

The International City/County Management Association (ICMA) awarded nine public library grants in 2009 to strengthen the manager-librarian relationship to create and sustain change. Based on progress on the nine innovation awards, ICMA identified seven lessons learned for managers and libraries.

Be at the Table.

Library leaders belong “at the table” with other local government decision-makers involved in overall planning for community betterment and service provision.

Share Your Mission.

Libraries and other service providers in local government often have common goals and missions. Look for areas of commonality and for ways to share resources and efforts. Now is the time for innovation and risk taking.

Build Partnerships.

Partnerships strengthen programs. Effective partnerships require time and effort to establish and build, but they are worth the effort.

Appreciate Diversity.

Differing cultural norms must be understood and respected, and adjustments made as needed in program planning and execution. Flexibility and adaptability are key characteristics needed by all involved in joint ventures.

Communicate, Communicate, Communicate!

Communicating with partners, stakeholders, and the larger community is important. Use communication tools that make sense for your situation and your community.

Support Champions.

Champions and advocates are important to make any program successful and sustainable. These are individuals or groups that have a clear understanding of library services and the role libraries play in the quality of life of a community.

Embrace Innovation.

Reinforcing the library’s transformational nature and having it viewed as a great place to help change people’s lives is important, especially during tough economic times. When the library is considered an engine for innovation in a community, it’s a win-win situation.

*International City/County
Management Association
March 31, 2010
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2

Economic Prosperity— Making Cities and Counties Stronger



“Brainpower is the new currency of success in the 21st century. And libraries are often cities’ best assets in building up the brainpower of the community so that we have folks who can handle the most technical jobs all over the globe.”

JULIÁN CASTRO

MAYOR, SAN ANTONIO, TEXAS

Building brainpower is one way public libraries contribute to local economic development and prosperity. Public libraries also support local economic sustainability goals by:

- Providing 21st-century literacy skills from early childhood through lifelong learning;
- Helping people hone new technical skills to increase their employability, find job

- opportunities, and sharpen their application and interview skills;
- Supporting local residents during tough economic times;
- Connecting small businesses with resources that will help them grow and thrive;
- Serving as economic engines for downtown and neighborhood development by building branch libraries that attract people and additional development; and
- Being a community information hub to bring it all together.

In Wichita, Kansas, a new public library has been included in the downtown revitalization plans, helping advance economic development. The Mayor, Carl Brewer, says including the library in the downtown revitalization plans will provide a gathering place for children, students, families, and lifelong learners, as well as contributing to retail and job growth in the area.

The following sections provide details on library programs that support economic sustainability.



21st Century Literacy Skills

Calgary Public Library Chief Executive Officer Gerry Meek says libraries are “easy instruments of mass instruction cleverly described as a leisure service.” Their role in offering 21st century literacy skills, beginning with early childhood reading, is vital to the long-term economic vitality of communities. Literacy skills are closely tied to the library’s role in workforce development, nurturing small businesses, encouraging health and wellness, increasing environmental awareness, and surviving tough economic times. Among the literacy skills offered in today’s public libraries are reading, digital/technology, economic, financial, health, consumer, business, and environmental.

Early Literacy

According to the National League of Cities Institute for Youth, Education, and Families, quality early learning experiences for children from birth to age five pay long-term dividends, including school and employment success, stronger

families, and reduced crime. Every \$1 invested in increasing early childhood education yields \$7 in long-term social and economic benefits. ⁱⁱⁱ

“Today’s public library is a switching station—a broad, diverse, virtual resource where people go not to get something, but to be connected to the world in a different way.”

**GINNIE COOPER
CHIEF LIBRARIAN,
DISTRICT OF COLUMBIA
PUBLIC LIBRARY**

Libraries have stepped up to meet the need for early literacy programs by retooling their children’s reading programs to meet developmental standards and making deeper investments in early literacy training. The Public Library of Youngstown and Mahoning County reinvented its approach to serving children by training librarians in early childhood development skills and engaging parents

and caregivers in programs to create successful young readers. Today, children from as young as one month old through age five participate in the library’s story time programs.

Local elected leaders have also increased their personal commitment to early childhood programs to promote economic vitality.

For example, seven New Jersey cities joined with the National League of Cities Institute for Youth, Education, and Families and the New Jersey State League of Municipalities to launch mayor’s book clubs designed to promote school readiness for children under age five. The book clubs—led personally by the mayors—bring together key community resources, including public libraries, to provide activities for parents, caregivers, and young readers to promote early literacy.



Sustained Reading

Public libraries are also leading the way in keeping kids focused on reading even when school is out. Research shows that children who do not read during the summer lose six to eight weeks of what they learned the previous year in school. By the end of fifth grade, students who did not read during the summer were behind their peers by an average of two years.¹⁴ Interest in library vacation reading programs has exploded in recent years as libraries create dynamic summer-long events, sometimes in partnership with private companies, to sustain reading progress.

In Georgia, the Chattahoochee Valley Libraries' summer reading program has grown from 2,500 participants in 2001 to more than 25,000 in 2010, thanks largely to corporate support from Columbus-based insurance company Aflac. As part of its civic outreach, Aflac provides financial support for dynamic events that keep young readers involved throughout the summer and generous prizes for meeting summer reading goals. Chattahoochee Valley Libraries'

Director Claudya Muller says Aflac's support came from a shared commitment to reading and education and a desire on Aflac's part to fund a program that could reach a large number of children in a significant way.

The summer reading program is part of a long-term goal among local governments in the region to reduce soaring high school dropout rates and break the multi-generational cycle of poverty in the region. "The economic future of our region lies in these children getting an education," Muller says.

Nashville Mayor Karl Dean launched a public library-school district partnership to maximize reading resources in high schools and support classroom success. *Limitless Libraries* will eventually make the libraries' 1.5 million items available in all high schools through delivery to their school library. In Nashville, improving schools and making Nashville a more livable city are Mayor Karl Dean's top priorities. "The Nashville Public Library plays a critical role in achieving these goals," Mayor Dean says.

"Nashville has a world-class public library system. Through this partnership I believe we can create world-class libraries in our schools," Dean says. High school students will also have access to 400 school-selected electronic books and access to Athena, an online database of Middle Tennessee academic library collections.

Community Reading

Public libraries also support economic sustainability by linking community reading efforts to local sustainability goals and supporting mayors' efforts to promote reading as a community value. The Hamilton Public Library in Ontario, Canada, used three books—one for adults, one for school-age children, and

"Nashville has a world-class public library system. Through this partnership I believe we can create world-class libraries in our schools"

KARL DEAN
MAYOR, NASHVILLE,
TENNESSEE



one for pre-schoolers—with the theme “one city, many stories.” The program gained widespread participation, including engaged non-readers and raised awareness about poverty as a community-wide challenge.

In Austin, Texas, the mayor’s office, public library, and University of Texas Humanities Institute join together annually to encourage residents to read an agreed-upon book and participate in conversations led by noted Austin citizens in branch libraries across the city. The program is designed to encourage reading and develop a shared community experience around key themes and issues.

Financial Literacy

Managing money, balancing checking accounts, and learning how to save for the future are essential to economic self-sufficiency, which contributes to community economic stability and prosperity. The Public Library of Youngstown and Mahoning County combines a parental commitment to early literacy with an effort to build financial literacy. *Baby Brilliant Goes to College* encourages parents who

“If we believe that education and lifelong learning are keys to opportunity for individuals and our entire community, no local government institution serves all those needs better than the public library.”

**JERRY E. ABRAMSON
MAYOR, LOUISVILLE,
KENTUCKY**

Long Overdue: A Fresh Look at Public and Leadership Attitudes about Libraries in the 21st Century

are investing in early literacy to start thinking about long-term savings strategies for higher education to make sure their investment pays off.

Digital Literacy

Computers and Internet connections in libraries serve multiple purposes, from reducing the digital divide to enhancing job-seeking skills to improving technology literacy. The Brooklyn Public Library combined a summer learning experience

for local teens with increasing technology literacy among teens and adults. The *Today’s Teens, Tomorrow’s Techies* program provides an eight-day advanced technology training institute for 120 youths who then become technology volunteers in library branches, further enhancing their skills and sharing their knowledge with the community. The advanced technology literacy also increases job skills for long-term employability.

Workforce Development

Libraries meet diverse workforce needs, from providing computers and Internet access to find and apply for jobs to giving the newly unemployed a way to maintain a consistent schedule and stay connected to the community. In tough economic times, the job support services offered in public libraries have become even more essential to supporting local economic goals.

A short-time snapshot of Wichita Public Library computer users found that 50 percent had used these resources for job and career purposes, including working on resumes, finding job openings, and applying for



jobs. In a one-month period, 10 percent of users system-wide and 18 percent in one branch used library computers to file for unemployment benefits.

Opportunity for All: How the American Public Benefits from Internet Access at U.S. Libraries was the first large-scale study of who uses public computers and Internet access in public libraries and was conducted by the University of Washington Information School and funded by the Bill & Melinda Gates Foundation and the Institute of Museum and Library Services. The Wichita Public Library participated in the project and found that 40 percent of respondents—an estimated 30 million people—used library computers and Internet access for employment or career purposes. Among those who said they used library computers for employment activities, 76 percent were specifically looking for jobs. ▼

“It was a moment of enlightenment,” says Wichita Public Library Director Cynthia Berner Harris. “The survey reminded us about the important opportunities a public library can

provide to people who need support during tough economic times.”

Wichita has a business librarian who is available to provide one-on-one support to job seekers such as resume writing and matching job requirements to requested skills. Both the national *Opportunity for All* study and local survey data shows some people with alternative computer and Internet access options preferred to use the library resources because of the available staff support.

“It was a moment of enlightenment. The survey reminded us about the important opportunities a public library can provide to people who need support during tough times.”

CYNTHIA BERNER HARRIS
LIBRARY DIRECTOR,
WICHITA PUBLIC LIBRARY

The library also works closely with Workforce Alliance of South Central Kansas to ensure that job seekers know about the resources

at the library. The Pierce County Library in Washington has combined its job seeking services under a comprehensive program to help patrons survive a tough economy. The *Tools for Tough Economic Times* program offers help and support in finding a job, including online resources, job finder workshops, resume building advice, and enhancing skills to match job openings. It also offers resources to find housing assistance and other support services to deal with personal financial challenges, all organized in one place to make access easier during stressful times.

Small Business Development

Small businesses are the lifeblood of sustainable economic growth. One way libraries support small businesses is to aggregate the wide range of available financial training, and free services in one place to help small businesses thrive, even in a tight economy. Those aggregated resources are generally available online and, in some cases, in person. For example, the Johnson County Library in Kansas conducts an annual GovFest for Entrepreneurs



to connect small business owners with government and non-profit services in one place during one day. The approach maximizes connections in a compressed period of time, which small business owners say helps them cover a lot of territory quickly.

Small businesses can flourish and make themselves visible when they are engaged with their local libraries. The resources provided by the library expose them to industry-specific news and information as well as highlighting a sense of their community need.

An example of a small business taking advantage of the library is in Fayetteville, which is part of a joint city-public library-university partnership to test solar technology as an alternative energy source. In addition to the potential energy efficiency benefits, the project is providing the company a chance to develop its capacity and reputation in this green technology. The Fayetteville Public Library has helped spur economic development through this project to test solar technology to save energy

and position Fayetteville as a sustainability leader.

Economic Engines for Downtown and Neighborhood Development

Public library buildings are catalysts for downtown and neighborhood development. Their ability to attract people and their reputation as safe and stable community assets make them attractive additions to both downtown and neighborhood economic development efforts.

The District of Columbia Public Library's 12-branch construction program is bringing modern facilities to neighborhoods throughout the city. The Benning and Anacostia branches were welcomed enthusiastically both for the services they provide and the economic benefits they are expected to bring to their neighborhoods. A local blogger celebrated the arrival of the Anacostia Library and its economic benefits to the neighborhood this way: "Libraries are sacred. They are where young children on the wrong end of the digital divide keep pace with their more advantaged peers. It is where folks who for one

reason or another do not have their high school diploma or GED seek out information to obtain these necessary credentials. It is where community groups such as the Friends of the Anacostia Library join together to plan, organize, and make a sustainable difference in their 'hood.'" ^{vi}

Hamilton Public Library is taking advantage of an underutilized connection to a farmers market to create an economic collaboration in the city's downtown core to create new connections, both economically and programmatically through their shared location.

Community Information Hubs

Both local leaders and library directors point to the vital role of libraries as one-stop information centers. Whether it is aggregating information for small businesses online or bringing together partners to support job seeking, libraries serve as economic switching stations to connect people to the resources they need.

The Hamilton Public Library manages a comprehensive



community portal—MyHamilton.ca—that offers one-stop access to a remarkable array of community resources. According to Chief Librarian Ken Roberts, the portal brings the community together with the library like an anchor store in a big mall. Reference librarians now provide virtual service by managing sections of the portal to ensure up-to-date information. The portal provides easy access to valuable resources, establishes the library as a powerful connector, and increases traffic to websites of not-for-profits and small businesses in the community that would otherwise be hard to find.

Emerging Opportunities

Libraries are well positioned to contribute to achieving local economic sustainability goals. They deliver essential services, collect and distribute valuable information, respond to changing community needs, and support local government priorities. Strategies for strengthening outcomes include:

Engaging libraries in establishing economic sustainability goals

Libraries have such deep daily community connections that

they can get an early read on changing needs and emerging community challenges. The documented rise in computer usage to file for unemployment benefits and search for jobs in Wichita reinforced the city's need to provide workforce support services.

Drawing on the library as a research lab to support innovation

Libraries can provide research services to support local priorities, test ideas with local residents, contact other governments and libraries to look for models, and more. Local leaders need to look to the library as a resource and libraries need to welcome new opportunities to support local priorities. Nashville Library Director Donna Nicely says “I can do that” needs to be the libraries’ mantra to build their credibility as a go-to resource.

Pooling and sharing information to measure results

Where public libraries aren't part of the local government, the information they routinely collect about services provided, results achieved, and emerging needs can help local governments assess impacts and measure

results on a broader scale. Libraries can provide outcome data to the local government around specific priorities to create broader metrics to monitor progress on sustainability goals. For example, the Hartford Public Library created Hartfordinfo.org to meet community needs for comprehensive data in one place. Hartfordinfo.org is a gateway to more than 6,000 reports, articles, data sets, maps, newspaper articles, videos, census data by neighborhood, and more. The site is now used by 15,000 people monthly, averages more than one million hits per month, and is a valuable asset for local elected and appointed officials.

3

Environmental Sustainability – Creating Green Communities



“No single country or community can make a significant impact; but no significant impact can be made without every country and community doing its part.”

BEING CLIMATE SMART IN BOULDER,
CITY OF BOULDER, COLORADO

Sustainability has its roots in environmental preservation. For many local governments, the commitment to establish green goals was designed to preserve and protect the environment which in turn, broadened the sustainability focus. Local

environmental sustainability goals are built around reducing energy consumption to meet defined targets, employing green land use planning and building practices, and engaging the community in environmental sustainability efforts.

Public libraries support environmental sustainability goals by:

- Modeling green practices in building and operations;
- Serving as test centers for energy conservation innovation;



- Engaging the community in supporting local environmental goals; and
- Educating the public about environmental sustainability in general and local priorities in particular.

The following sections provide examples of how public libraries and local governments are working together to achieve environmental sustainability goals.

Modeling Green Practices

Public libraries have embraced green building and green operations, working in close partnership with local governments. As more and more governments adopt green building policies and requirements, new public libraries have become models of creative design and measurable energy savings. Green roofs, solar panels, geothermal heating systems, on-demand water heating, glazed windows, skylights, and use of recycled materials throughout buildings are becoming the norm in today’s modern libraries.

Library staff involvement through environmental committees, green teams, and individual leadership focus on green operations

and connect library operations to local government energy saving practices.

What makes green building and operations in public libraries particularly valuable is their educational impact. Every visit to a green public library is a lesson learned about environmental construction and energy efficient operations. Tours of green roofs, kiosks telling the library’s green story, demonstrations of how solar panels on library buildings generate energy, and visible recycling activities raise awareness about the importance of collective community action to preserve environmental resources.

Test Centers for Energy Conservation Innovation

The Fayetteville Public Library and City of Fayetteville are working together to bring solar energy to market in the region. The library is considered the city’s laboratory. With a grant from the International City/County Management Association (ICMA), the Fayetteville team designed and installed 60 solar panels on the library’s roof to provide power to the library using a

“The city of Fayetteville is on the cutting edge of exposing the broad role that public libraries can play in responding to community priorities. Their solar test bed project is clearly nontraditional for a library, but is important to their community.”

RON CARLEE
CHIEF OPERATING OFFICER
AND DIRECTOR OF
STRATEGIC INITIATIVES,
INTERNATIONAL CITY/COUNTY
MANAGEMENT ASSOCIATION

commercially available inverter. As part of the research process, the library tested a highly efficient, state-of-the-art silicon converter developed by Arkansas Power Electronics International, a small local company that specializes in developing technology for electronic systems.

The project has broad sustainability goals beyond



improving energy efficiency including:

- Strengthening and broadening community partnerships around environmental sustainability goals with the library as the lynchpin;
- Contributing to a regional goal of developing a “green valley” in Northwest Arkansas by providing opportunities for local companies to develop and run new solar energy technologies and putting the library at the center of these efforts; and
- Educating the public about alternative energy sources and motivating them to consider trying new approaches to reduce their energy consumption.

“The city of Fayetteville is on the cutting edge of exposing the broad role that public libraries can play in responding to community priorities,” says Ron Carlee, ICMA chief operating officer and director of strategic initiatives. “Their solar test bed project is clearly nontraditional for a library, but is important to their community.”^{vii}

Engaging the Public in Supporting Local Environmental Goals

Many libraries have created comprehensive outreach programs designed to broaden awareness of environmental sustainability issues. Because of the diverse audiences they serve and their position as a trusted resource, libraries effectively connect the public to environmental sustainability challenges and opportunities.

For example, the Arlington Public Library in Virginia hosted a speakers’ series featuring prominent authors who addressed specific aspects of the county’s environmental sustainability agenda. With the county board chair in attendance, the standing-room-only sessions increased knowledge about sustainability and connected residents to the local government’s sustainability strategy.

The San Francisco Public Library’s “Green Stacks” is designed to increase awareness of environmental sustainability, connect residents to local priorities, and extend the local

government’s reach into underserved communities.

The program provides a one-stop environmental sustainability action center—green building, green practices, green programming, green bibliography, and a community awareness and marketing program about everything green, working in partnership with the local government environment office. Library officials are focusing particularly on ensuring that the program reaches residents in poor and underserved communities to give them access to information about healthy and sustainable lifestyle choices.

Green Stacks components include compostable plastic library cards, an interactive display that teaches eco-literacy to young children, a comprehensive website, community gardens and green roofs at two branch libraries, and comprehensive educational programs for children, teens, and adults.

Educating the Public about Environmental Responsibility

In addition to modeling, public libraries help achieve



environmental sustainability goals by educating the public about environmental awareness, responsibility, and action. Library roles in environmental sustainability education are broad, deep, ongoing, and valued. Expert speakers, special environmental sections of library websites, demonstrations of ways to build green homes, workshops on topics such as greening your life, special youth programs to introduce kids to green activities, access to tools that measure electric consumption and appliance efficiency, and even a dedicated environmental library have drawn high interest.

Environmental Library

The Greensboro Public Library has a branch that is devoted to environmental education and action, working closely with organizations through the region that are committed to environmental sustainability. The Kathleen Clay Edwards Family Branch is located in a 98-acre park that provides extensive nature, gardening, and environmental resources for children and adults. According to Environmental Resources Librarian Melanie Buckingham, the library has become a model

for environmental practice, a well-known resource throughout the state for environmental education, and a community hub for environmental information, education, and action. In addition to workshops, publications, and videos, the library offers hands-on programs on gardening, conservation, “eco-teering” through field trips and hikes, and kids’ nature days that draw on the surrounding park.

Connecting Literacy and Environmental Awareness

Jacksonville, Florida, Mayor John Peyton has connected his personal commitment to early literacy with environmental education for toddlers. The Mayor’s Book Club, whose target audience is pre-kindergarten kids, includes a “great outdoors adventure” component that focuses on conservation and the environment, encouraging members and their families to enjoy the city’s natural assets. The program includes monthly activities, educational programming at local parks, and story times hosted through a partnership between the Jacksonville Public Library and the parks department.

“Being a reliable resource on green issues is an important way to position the library as bringing value to the community and supporting environmental sustainability goals. Our educational programs about environmental sustainability convey to the community that we make a real difference in the quality of life.”

VAILEY OEHLKE
DIRECTOR OF LIBRARIES,
MULTNOMAH COUNTY

The program has added green practices to model what they are teaching, including providing a reusable tote for program materials, printing all materials locally on recycled paper, giving everyone a new book called *We’re Going Green*, and encouraging paperless online registration.^{viii}

“Being a reliable resource on green issues is an important way to position the library as bringing value to the community



and supporting environmental sustainability goals,” says Multnomah County Director of Libraries Vailey Oehlke. “Our educational programs about environmental sustainability convey to the community that we make a real difference in the quality of life.”

Emerging Opportunities

Local governments and libraries can strengthen environmental sustainability outcomes by:

Utilizing Libraries as Learning Labs

Fayetteville Chief of Staff Don Marr sees the public library as the city’s personal learning lab. The

“Working together, we can incubate new patented ideas and business partners while achieving incremental change in our energy efficiency rating,”

DON MARR
CHIEF OF STAFF
FAYETTEVILLE, ARKANSAS

solar test bed project, according to Marr, is only one example of how the library provides research capacity to support sustainability goals. “Working together, we can incubate new patented ideas and business partners while achieving incremental change in our energy efficiency rating,” Marr says. Being a successful learning lab requires a willingness on the part of libraries to take on new challenges to help advance local agendas.

Connecting Library Resources to Sustainability Goals

Books, workshops, and videos that educate the public about environmental sustainability are useful. Resources that inform residents about local goals and provide tools to engage residents in achieving those goals are even more valuable. The Cleveland Public Library created a sustainability resource center that supports the mayor’s long-term goals. Working in partnership with the mayor’s sustainability office, the library has organized resources around targets in the plan, including information about sustainability in general, green jobs, energy efficiency, new green technology, recycling, and

more with knowledgeable library staff nearby to provide direct assistance.

Including Library Staff as Resources to Community Task Forces.

Inviting library staff to participate in community task force meetings as observers, listeners, staff resources, or members will ensure that the library is aware of community directions and needs. That awareness will help the library connect its programs to local government priorities and community interests.

4 Social Equity: Ensuring Equal Access

“Libraries are among the most accessible and important public institutions that reach all populations in our community.



The outreach capability that libraries bring to the table make them a crucial partner for a successful sustainability program.”

JOHN DEStEFANO, JR

MAYOR, NEW HAVEN, CONNECTICUT

Public libraries model social equity every day through their role as highly accessible resources for all. Their philosophy, values, and diverse programming demonstrate a deep commitment to social equity. Even more important, the public library’s stature in the community as a welcoming, safe place is

particularly valuable in supporting social equity goals. Libraries provide resources for new immigrants, newly jobless, at-risk youth, and more, at no cost, with no questions asked, and no return expected.

Public libraries support local government social equity sustainability goals by:

- Making library services easily accessible to all through strategic location of branches and use of mobile libraries;
- Delivering educational programs to ensure equal access to long-term success;



- Bridging the digital divide by providing computers, Internet connections, and technology training to anyone who needs access to those resources;
- Coordinating programs that support health and wellness; and
- Being a safe, reliable, and accessible resource for people in need.

Easily Accessible Services

Building branch libraries in neighborhoods—along public transportation routes where possible—and bringing library services to underserved neighborhoods ensures equal access to this vital community resource.

Branch libraries are important for neighborhood economic development and for community access. The presence of a neighborhood library attracts people and additional development. For many neighborhoods, the branch library is a community hub. Library directors see their facilities as part of a comprehensive system where both resources and services match community needs.

“Libraries have always been about community place, ... That need is strengthened in these tough times when people turn to their public library more than before.”

GINNIE COOPER
CHIEF LIBRARIAN,
DISTRICT OF COLUMBIA
PUBLIC LIBRARY

The city of Wichita broadened its community reach by locating two of its four Neighborhood City Halls next door to existing library branches. The library provided computers and Internet access in mini city halls, all with a goal of bringing public services closer to the people.

“Libraries have always been about community place,” says District of Columbia Public Library Chief Librarian Ginnie Cooper. “That need is strengthened in these tough times when people turn to their public library more than before.”

Bookmobiles further expand libraries’ reach into every part of the community by bringing books, computer resources, special health services, and more to where the people are. For example, the Chattahoochee Valley Libraries is creating a technology-based bookmobile to provide job services to people with limited access to the library branch.

Educational Programs for All

Public libraries’ commitment to education—in partnership with city and county government, school districts, and not-for-profit organizations—supports both economic and equity sustainability goals. Literacy programs help children of all ages and all economic backgrounds keep up in school to achieve better long-term outcomes. At the library, they also get help with homework, learn how to use a computer and the Internet, get support and coaching to improve reading skills, and connect with positive role models that support educational success.

The Calgary Public Library’s *It’s a Crime Not to Read* program addresses the connection



between literacy and crime. Research has shown that children in low-income communities often have both inadequate literacy skills and negative connections with police. The public library's solution is to bring kids and cops together to improve reading skills, build self-esteem, and create positive connections with law enforcement that could change lives in dramatic ways.

Working with the Calgary Police Service, the Board of Education, the Catholic School District, and Rotary Clubs, the program connects second- and third-grade students with books, reading, lifelong learning, the public library, and positive community relationships. Library staff and a police officer visit participating schools once a month, and the police officer reads aloud to the class and gets to know the children in a comfortable setting.

Technology Resources

Computers in public libraries have become lifelines for millions of people seeking access to an increasingly digital world, and the needs are great. Library technology is particularly valuable when knowledgeable

library staff are on hand to guide inexperienced users through short-term needs and teach digital literacy to enhance long-term success.

The Public Library of Youngstown and Mahoning County has geared its technology services to the more than 54,000 households in the county that do not have broadband Internet access. The library uses its many community partnerships, including the Ohio One Stop workforce development center, Consumer Credit Counseling, and Catholic Charities; staff outreach to neighborhood groups; and regular media messages to ensure that those most in need of technology access know what the library has to offer.

The 2010 *Opportunity for All* study pointed to the extraordinary role libraries have assumed as the Internet connector for millions of people. Nearly one-third of Americans age 14 and older—roughly 77 million people—used a public library computer or wireless network to access the Internet in 2009. Half of the nation's 14–18 year olds reported that they used a library computer

in 2009, typically to do homework.^{ix}

Library technology services are broad and growing. From information-rich websites and community portals that provide one-stop information access, to special training programs for teens to enhance their advanced technology skills, to computer skills classes for everyone from young children to seniors, to coaching for a first-time user applying for a job or unemployment benefits, and even free wireless Internet access, libraries help bridge the digital divide.

Health and Wellness

Ensuring that all residents have access to health and wellness resources is an essential building block of a sustainable community. Libraries support local government wellness goals through education programs that improve health literacy, partnerships with health care providers, and access to resources that support healthy living. The New Haven Free Public Library joined with Covidien, a provider of health products and services, to support a neighborhood



“Giving our public a sense that there are better days ahead is a big part of our sustainability mission. I want people to come to the library to find hope.”

FELTON THOMAS, JR.
LIBRARY DIRECTOR,
CLEVELAND PUBLIC LIBRARY

wellness program using the library’s Readmobile. Covidien helped equip the mobile library branch with health-related books, as well as laptops that provide online health information. The goal of the joint effort is to have a positive impact on the community’s health and wellness literacy by ensuring easy neighborhood access to information. Scott Flora, Covidien’s president of Surgical Devices division, said the partnership reflects Covidien’s sustained commitment to support community programs that help raise the level of public literacy on health and well-being.

In addition to equipping the mobile branch, Covidien’s support also helped the library expand its

health collections throughout the library system.

High rates of late-stage cancer detection prompted the Queens Library to coordinate a partnership to increase access to cancer prevention, screening, treatment, and education. Through *Queens Library HealthLink*, 16 Cancer Action Centers were created in participating public libraries, where more than 4,000 people took advantage of valuable cancer information, health education, and screening services. Programs and information are offered in Spanish, English, Korean, and Chinese in libraries, senior centers, places of worship, and public housing across the community.

A Welcoming and Safe Place

Libraries open their doors to everyone, both to provide access to specific services and to offer a welcoming and safe place.

New immigrants, the newly unemployed, and teenagers during before- and after-school hours all find useful information, informative programs, a friendly librarian, connections to neighbors, and a safe place.

Many libraries serve as informal welcome centers for new immigrants, providing language services, citizenship classes, sessions on American culture, book clubs in native languages, and orientations to community life. Library directors point to the intangible ways they contribute to ensuring social equity. “The library is a haven where people who are new to the country as well as this city feel very welcomed and safe,” says Greensboro Public Library Director Sandy Neerman.

When Hamilton Public Library found increasing numbers of new immigrants spending time in the library, it added settlement workers in scheduled shifts in five libraries to meet with new residents, welcome them to the community, and answer questions.

Library Director Carlton Sears of the Public Library of Youngstown and Mahoning County pointed to the optimism the library offers in a community that has endured continuing economic struggles and help break down cultural and language barriers. “When the economy is difficult, people’s value proposition in the library increases,” Sears says. “Our programs,



resources, and focus on the positives can move the community forward.”

Cleveland Public Library Director Felton Thomas, Jr. says hope is an equity goal for both the city and the library. “Giving our public a sense that there are better days ahead is a big part of our sustainability mission,” Thomas says. “I want people to come to the library to find hope.”

Greensboro Public Library Director Sandy Neerman sees the library’s connecting role as vital in supporting local equity goals: “We [libraries] are the connector for people on all economic levels,” Neerman says. “We can be a lifeline to both an at-risk child at a critical

“We [libraries] are the connector for people on all economic levels, ... We can be a lifeline to both an at-risk child at a critical time and to seniors who are looking for daily connections to the world.”

SANDY NEERMAN
LIBRARY DIRECTOR,
GREENSBORO PUBLIC LIBRARY

time and to seniors who are looking for daily connections to the world.”

Emerging Opportunities

Programs that meet specific public needs and intangibles that connect people with the community and its priorities help local governments meet their equity sustainability goals. Strategies for strengthening outcomes include:

Engaging libraries in establishing equity goals

Libraries are particularly valuable resources for assessing the needs of diverse populations and reaching people who have limited access to technology and resources within the community. Their ability to attract people, their reach into the community, and their partnerships with other community organizations can help local governments identify populations in need.

Maximizing the libraries’ stature as a safe place

People of all ages generally enjoy going to their public library. Thus it is good place for local governments to offer programs and services to reach disconnected audiences,

including offering services for immigrants, health clinics to serve special populations, and mentoring activities for at-risk youth. Some services and activities may be more successful at attracting the desired population if they are held at the public library rather than city hall.

Drawing on library programs and capacities to address equity goals

The range of programs libraries offer to the general public provide the foundation for tailored programs to meet specific equity challenges. Bringing the police department into a reading program for elementary school children adds a dimension that builds self-esteem and creates positive connections with law enforcement that could change a child’s life. Drawing on the library’s safe environment to coordinate health screening, provide language and cultural acclimation programs for new immigrants, or offer daily structure for the newly unemployed can have a major impact on many lives.



5

Sustainability Partnerships Built to Last

“The public library is a safe zone. It is apolitical, has always been there, and always will be there. That’s an incredible resource to any local leader.”

ANDREW WATTERSON
CHIEF OF SUSTAINABILITY,
OFFICE OF SUSTAINABILITY, CLEVELAND, OHIO

Ensuring that sustainability partnerships are built to last demands constant attention to working relationships, increased awareness of opportunities, regular information sharing, and a willingness to reach out. Local governments and libraries are indeed powerful partners, but with many opportunities

and challenges ahead of them. Sustained economic stresses, including high unemployment rates, have had a major impact on many cities and counties, so the need to build strong economic engines to sustain communities over the long-run has become even more important during the past two years.

Data shows that during tough economic times library usage increases, and the library’s value rises. The drawing power of the library, therefore, becomes an even more vital resource to local governments.



SUCCESS STRATEGIES for Local Governments Looking to Partner with Libraries

Learn about library programs and expertise

In cities and counties where the library is not part of the local government, becoming familiar with what today's library offers is particularly important. Cleveland Chief of Sustainability Andrew Watterson says that, despite his personal connection to the library, he did not think about the public library as a local government resource until the director reached out to the city with a specific proposal.

Invite the library to participate in sustainability discussions and meetings

Involvement can range from sitting in on relevant meetings to participating actively with issues when there is a defined connection. In Fayetteville, the library director participates in the mayor's weekly executive meetings even though there is no formal organizational relationship. "We want to be sure we have constant alignment between city and library priorities," says Chief of Staff Don Marr.

Connect the library to sustainability progress, results, and needs

Providing periodic updates on progress, results, and emerging needs will increase the libraries' ability to contribute to continued progress. In particular, knowledge about emerging needs will help library officials see opportunities to fill gaps.

Leverage the library's stature in the community to support sustainability priorities

Because of their deep community connections and their history as a safe place, libraries can open community doors for the local government. The library's position as a major part of the community infrastructure is an asset local governments can draw on for community outreach, and particularly for reaching underserved populations.



SUCCESS STRATEGIES for Libraries Looking to Partner with Local Governments

Reach out to the local government(s) that the library system serves to support sustainability action plans

Regardless of structure, libraries and local governments are connected. Being aware of the local government's highest priorities and getting to know key local government leaders are the foundations for a productive partnership. "Without effective partnerships with local government, libraries can become invisible and stranded community assets," says Calgary Public Library Chief Executive Officer Gerry Meek.

It is also important to be familiar with and connected to specific local government sustainability goals, targets, agreements, vision statements, programs, stakeholders, and advisory groups. Familiarity with the

priorities and the players will ensure that library programs and services are in sync with local government sustainability goals and priorities.

Demonstrate how the library can help achieve local government priorities

If the mayor or county board chairman has a special interest in early childhood development, show how the library's literacy programs address that priority. If there is an emerging interest in testing new environmental technologies, offer the library as the research center. "Insert yourself," says Nashville Public Library Director Donna Nicely. "Any of the local government's big strong goals are your goals. Tell the elected leader, 'I can do that.'"

Document success

Libraries are already transforming their community role and broadening their impact in remarkable ways. Provide regular information to

local government leaders and stakeholders that shows how the public library is supporting sustainability priorities through building economic vitality, preserving natural resources, and supporting social equity. Library program summaries and participation data will highlight current successes and create new opportunities for collaboration.

Become an advocate for the cities and counties the library serves

Actively supporting local priorities and proactively creating connections to those priorities within libraries will help the local government get vital information out to the public and raise the library's profile as a resource to the local government.



Leverage library capacities to support local sustainability goals

Many library strategic goals and programs already support local sustainability goals. For some local governments, library skills such as convening, carrying out research, distributing information to keep the public informed, and surveying the community quickly on emerging issues have proven highly valuable. Public libraries are located throughout the city and often have frontline access to the shifting demographics and economic trends occurring in neighborhoods.

Listen to the community with a sustainability ear

Libraries are sources of valuable community information to support local government sustainability planning and action based solely on the number of people who regularly

use the library. Data about program use and demand, research, services requested, informal conversations about needs and concerns, and observations about who is using the library all provide useful information to the local government.

Be a sustainability model

Green practices, awareness of economic issues and challenges in the community, and constant attention to social equity support local government sustainability priorities. The millions of people who routinely visit libraries learn about sustainability when their library is a visible, active sustainability model.

Leadership, innovation, and transformation are required to build a community that is economically, environmentally, and socially healthy.

As this report illustrates, libraries and local governments are successful and resilient partners when sustainable goals are top of mind. The key to establishing a long-term partnership is to be transparent with one another and acknowledge each other's strengths and weaknesses. Once a commitment is established and goals comprehended, along with the community's role in the endeavor, a sustainable future is real and tangible.

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Sustainable Communities

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About the Urban Libraries Council

Since 1971 the Urban Libraries Council (ULC) has worked to strengthen public libraries as an essential part of urban life. A member organization of North America's leading public library systems, ULC serves as a forum for research widely recognized and used by public and private sector leaders. Its members are thought leaders dedicated to leadership, innovation and the continuous transformation of libraries to meet community needs.

As ULC approaches its forty year anniversary, its work focuses on assisting public libraries to identify and utilize skills and strategies that match the challenges of the 21st century.



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Evanston Public Library Offers Big Thanks to 2011 Donors

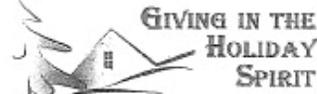
By Marianthi Thanopoulos
Dec. 30, 2011 at 1:38 p.m.

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Teens enjoying The Loft, a space at the Evanston Public Library solely for teens to read, study, research, surf the Web and participate in programs. Photo courtesy of Doug Snower

The Board and Staff of the Evanston Public Library extend our heartfelt THANKS to the 575 generous donors who gave a total of \$97,560 to the Fund for Excellence in 2011. If you would like to help provide books, audio-visual materials and online resources to children, seniors and everyone in between, contribute online at www.epl.org/donate.



SPONSOR A FAMILY IN NEED

Childcare Network of Evanston (CNE) is a community resource building strong foundations for young children through access to high quality early education and family support. One program, Early Head Start, is currently reaching out to the community for the annual Sponsor-A-Family Event.

CNE invites businesses, organizations, and individuals to help make the upcoming holiday season brighter by sponsoring an Early Head Start family. For more information, please email sponsorfamily@childcarenetworkofevanston.org or call 847-475-2661 ext. 553.

LIBRARY'S FUND FOR EXCELLENCE

Anyone who would like to directly impact what books, movies and resources are made available to Evanston residents should consider making a donation to the Evanston Public Library's Fund for Excellence.

With federal and state government funding down, tax-deductible gifts make a big impact by helping bring a storybook to a child, a popular book series to a teen, educational health books for new moms, reference books for recent high school and college grads, national and international newspapers and magazines for news junkies, DVDs for family movie nights at home, travel books to adventure seekers and much more. Online donation is available at www.epl.org/donate.

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<p>Community Day on Central Street All day, Central Street Evanston, 1800-2300 Central St., Evanston Toll-free: 847-498-4542 centralstreet-evanston.com</p> <p>Community Day on Central Street allows the Central Street Business Association participating members to allow their customers to choose any one of 50 charities to give a portion of their purchase.</p> <p>When making a purchase, customers will notify the cashier which charity they would like their purchase to benefit.</p> <p>Shortly after the Community Day, CSA will present a check to each of the benefiting charities.</p> <p>Haiiku Poets: Share Your Poems 10 a.m. to 1 p.m., Skokie Public Library, 5215 Oakton St., Skokie Charlotte DiGregorio 847-881-2664 hsa-haiiku.org</p> <p>Haiiku Society of America members will meet to share and critique participants' poems. Free and open to the public, pre-registration is required.</p> <p>Those who don't have haiku to share may attend to listen and learn.</p> <p>Haiiku is short, meditative poetry that originated in Japan in the 1600s. It is gaining popularity worldwide in many languages. Often three lines, it has 17 syllables or less, and captures the moment with usually a reference to nature or seasons.</p>	<p>Art Reception: Celebrating Experience Gallery 2 to 4 p.m., SASI-Services for Adults Staying in their Homes, 1123 Emerson St. 847-864-7274 sasiathome.org</p> <p>Free opening reception for textile artist Mary Jo Bowers and painter Patricia Schuler at Celebrating Experience A Gallery of Art by Older Adults hosted by SASI-Services for Adults Staying in Their Homes. Drinks and refreshments served. Visiting hours are 11-4 on Wednesdays and Fridays or by appointment.</p> <p>All art is available for sale, with 20 percent of the proceeds benefiting SASI, a nonprofit that helps adults who, due to aging, illness or injury, need assistance in the home. Free lot and street parking. The exhibit ends Feb. 3.</p> <p>Ralph's World Noon to 1 p.m., Temple Beth Israel, 2801 W. Dempster St., Skokie Andrew Dlain 847-675-0957 tbsiskokie.org</p> <p>Dance along to toe-tapping tunes, sing-along songs, two personalized guitars for raffles, snacks and more. Tickets are \$15. To order tickets call 847-675-0951 or go to waterdogmusic.com. For more information, go to ralphsworld.com or tbsiskokie.org.</p> <p>'Royko in Love: Mike's Letters to Carol' reading 2 to 4 p.m., Evanston Public Main Library, Community Meeting Room, 7703 Orrington Ave., Evanston Marianthi Thanopoulos</p>	<p>In Conversation with Japanese-American World War II Veterans 1:30 to 3 p.m., Illinois Holocaust Museum & Education Center, 9603 Woods Drive, Skokie Lillian 847-967-4889 ilholocaustmuseum.org</p> <p>After a short film, Paul Herbert, executive director of the First Division Museum at Cantigny, interviews Sam Ozaki and Allan Meyer about their experiences.</p> <p>This program accompanies special exhibition, "The Art of Gaman: Arts and Crafts from the Japanese American Internment Camps, 1942-1946," organized by San Francisco based author and guest curator Delphine Hirasawa.</p> <p>Joan Rivers 8 p.m., North Shore Center for the Performing Arts, 9501 Skokie Blvd., Skokie 847-673-6300</p> <p>Joan Rivers embodies confidence and outspoke in all the right proportions in her performance entitled Can we talk?</p>	<p>Forum on Evanston Pension Crisis 7 to 9 p.m., Evanston Public Library, 1702 Orrington Ave. Betty Hayford 847-491-1997</p> <p>The League of Women Voters of Evanston is hosting a forum on the pension obligation crisis in Evanston. Experts from the city, the</p>

11/8/2011 1:54:00 PM

'Royko in Love'

By Marianthi Thanopoulos

Before emails, texts and posts, an intimacy existed that only a handwritten letter could ignite.

Before he became a Pulitzer Prize-winning columnist, Mike "Mick" Royko was a young airman hoping to win the love and affection of his childhood sweetheart, Carol Duckman. The two grew up together on Chicago's northwest side, yet Mick did not reveal his love for her until years later when he was in the service and after he heard the news that Carol's brief first marriage had come to an end. While dozens of suitors hoped to win Carol's love, it was the power of Mick's letters that won her heart.

"Royko in Love: Mike's Letters to Carol" contains 114 letters dated between February 1954 and January 1955. Mike's son, David, served as the editor and offers commentary throughout to provide context.

At 3 p.m. on Nov. 13, David Royko will read from his collection of his father's letters at a public gathering in the Main Evanston Public Library's Community Meeting Room. He will share photographs of his father's years in the Air Force and beyond and answer questions afterward.

In an interview with Russell Johnson, a librarian in the Reader's Advisory department of the Library, David Royko shared what he hopes readers will take away from the book: "There are really two distinct audiences. First, of course, the Royko fans, but anyone under 40 I assume hasn't heard of Royko. Public memory is short. But even if you have no clue about who he was or couldn't care less, anyone can enjoy the book from the standpoint that it's a great love story."

For many, Mike Royko is best known for his thought-provoking columns that appeared in three Chicago newspapers throughout his career.

Lesley Williams, head of Adult Services at the Library said, "One of the remarkable things about Royko was his ability to craft thoughtful, funny columns five days a week. He developed that discipline and that fluidity by writing his love letters to Carol. The world needs writers, not just tweeters and texters. The one thing I would want young people to take away from this program is the importance of their words, and how writing can immortalize the rhythms and beauty of everyday life."

In a time when many are plugged in, "Royko in Love" is a reminder of the essence and power of words. It may even inspire readers to pick up a pen and write.

(Anyone looking for more on Royko may be interested to know that the Library owns seven other Royko-related books: five collections of his columns, his book "Boss," about the first Mayor Daley's political machine, and one biography: "Royko, A Life in Print" by F. Richard Cicccone.





EVANSTON ROUNDTABLE

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November 29, 2011

11/22/2011 2:54:00 PM

A Meeting of Minds for the City and the Library Board

By Mary Helt Gavin

The long series of skirmishes between the City of Evanston and the Library Board may be nearing détente. At the Nov. 9 meeting of the Library Board, City Manager Wally Bobkiewicz proposed a way to get past this year's budget muddle and a way to transition to the library fund model. The Library Board accepted the proposal, and while City Council has not yet approved the budget for fiscal year 2012, none of the aldermen objected to the proposed budget amount at the Nov. 15 City Council meeting.

Under Mr. Bobkiewicz's proposal the North Branch, which is located in a City-owned building, would remain open, and Council would take a series of steps to help the Board transition to a library-fund system of governance.

Mr. Bobkiewicz proposes that the City Council to "agree to an ordinance that would commit them to consider an ordinance no later than Feb. 27, 2012, that would amend the Evanston City Code" to transfer authority for the appointment of the Library director from the City Manager to the Library Board of Trustees and recognize the ability of that Board to set the Library's annual budget and assess a levy for its operations beginning in FY2013."

After that has been accomplished, according to Mr. Bobkiewicz's proposal, he would ask the City Council to form a subcommittee composed of the City Manager, the Library director and members of the Library Board to "consider other operational issues to further transition to the new Library operations model," reporting no later than May 31 to the Council and the full Library Board.

The proposal described five issues for the subcommittee to address: appropriate charges for City property and services to be charged by the City to the Library fund in fiscal year 2013 and beyond; appropriate cost allocation of previous Library capital improvement debt and creations of a Library Debt Service Fund; consideration of a temporary loan in 2013 from the City to the Library fund to cover shortfalls caused by the timing of property tax payments; consideration of transferring to the Library Fund from the City some amount for Library reserves; additional amendments to the City code that may be necessary for Library governance.

At the Nov. 15 City Council meeting, when aldermen discussed the proposal, Aldermen Ann Rainey, 8th Ward, and Coleen Burrus, 9th Ward, did not appear to be happy with it.

"It seems the City Manager went to the Library Board and made nice, and now everybody's getting everything they need," Ald. Rainey said. Mayor Elizabeth Tisdahl, saying she was not speaking for the City Manager, said, "We've already nickel-and-dimed the Library significantly."

Donna Dzedzic, the interim Library Director, said in the last budget process the Library had its staff reduced by 20 percent.

Ald. Burrus said she had hoped the Library Board would be more creative in its approach to library services and offered as an example the Mighty Twig – a not-quite branch operated privately that opened after the South Branch closed. Library administrator Paul Gottschalk said the Twig is run by a not-for profit group that "has had very little contact with the Library."

"The Library is in crisis," Mr. Bobkiewicz said. "There are a muddled governance model, an interim director, new Board members and two years' worth of struggles. It is my hope that this will be a year when we can settle things." He said he agreed with Ald. Burrus that innovation "will be the key to moving forward. ... My recommendation to Council is that we use this budget process to allow the Library to move forward."

In October the Library Board approved a strategic plan, the key points of which include equal access to library services for all residents, neighborhood services and outreach, emphases on technology and children's learning, and marketing library services.

The Library, the Friends and the Twig: A History

The Evanston Public Library operates the Main Library at 1703 Orrington Ave. and the North Branch Library at 2026 Central St. Until this spring, there had been a South Branch Library on Chicago Avenue near Main Street for decades.

When the City reduced funding for the Library two years ago and threatened to close both branches, an ad-hoc group called Evanston Public Library Friends gathered enough money to keep both branches open for six months. When the Library Board proposed closing the South Branch earlier this year, the Friends offered to help operate the branch through funds or volunteers or both, but the Library Board rejected the offer. EPL Friends then leased space in the 900 Chicago Ave. building to operate the Mighty Twig – library services but not quite a branch. The Friends group says it remains committed to offering library services throughout the community.

ELF, the Evanston Library Friends, which helped raise funds for the Evanston Public Library, no longer exists, although donations to the Library are welcomed.

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The Neighborhood Files, Awareness

Evanston Public Library Highlighted in National PBS News Segment

The library was mentioned for its affiliation and partnership with Better World Books, a company and social enterprise that aims to save old books from the trash for reuse and recycling.

By Jordan Graham | [Email the author](#) | December 28, 2011

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The Evanston Public Library was recently highlighted in "Nightly Business Report," a national PBS news segment that examined the business model and practices of northwest Indiana-based Better World Books.

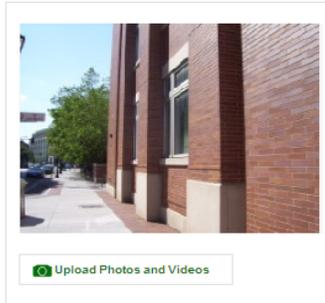
The Dec. 19 segment describes Better World Books as an "orphanage of sorts for used books." The company accepts donations of used books from individuals and libraries across the country, then takes those titles and sorts them to be recycled, resold or donated to charity.

But the company also uses some of its profits to give money back to the libraries that shared their unwanted inventory. Evanston Public Library has both given books to the company and received a small amount of compensation.

Over the past two and a half years, the Evanston Public Library system has sent Better World Books 21,335 titles and in return received \$4,600 for library improvement and \$1,500 for the system's nonprofit literacy partner, Books for Africa.

To see the PBS story, either visit the [Evanston Public Library website](#), where the piece is highlighted on the homepage, or go to the "Nightly Business Report" website and look for the Dec. 19 broadcast. The segment in which the library is mentioned can be found 22 minutes into the broadcast.

Related Topics: [Better World Books](#), [Evanston Public Library](#), [Library](#), [PBS](#), and [nightly business news](#)



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Library Highlighted in National PBS News Segment

Posted on Friday Dec 30, 2011

Like Sign Up to see what your friends like.



Evanston Public Library recently was highlighted in a national PBS news segment. As a result of the Library's partnership with Better World Books (BWB), a book-reselling social enterprise, the Library was interviewed for a news story that appeared on December 19th on Nightly Business Report, a PBS news show that appears in homes across the U.S.

What drew Evanston Public Library to BWB is that they offered an avenue for discarded books to have a "second life." This way books do not end up in landfills but in the hands of people. The Evanston Public Library teamed up with BWB in July of 2009. To date, BWB has given back over ten million dollars to libraries and literacy centers across America.

In the last 2 1/4 years, the Evanston Public Library has sent BWB 21,335 books, raising \$4600 for the Library and about \$1500 for our non-profit literacy partner, Books for Africa.

According to Technical Services Manager Evelyn Kaehler, "In selecting our literacy partner, we felt that Books for Africa really spoke to Evanston residents. Better World Books gives a portion of funds raised directly to help children's literacy programs in Africa, something truly rewarding."

The Library continues to donate a great deal of books to local organizations, but is also making a difference globally in helping to promote knowledge through books and support a greener initiative.

Video clip:

Reaching Preschoolers through Picture Books

On January 14, 2012, Brian Wilson, the Children's picture book buyer at the Evanston Public Library, will be the featured speaker at Ann's Book Club. The event takes place at 10:30 a.m. until noon in the Barbara Friedberg Storytelling Room of the Evanston Public Library. Wilson's presentation, Best Picture Book Read Alouds of 2011, will cover the best books to read aloud to infants and preschool children that were published last year. The event is designed for Evanston early childhood educators and home providers to teach preschoolers the joys of reading, learning and exploring.

Evanston Public Library has hosted this series of monthly early childhood book discussions called Ann's Book Club (ABC) since September, 2010, with support from the Evanston Community Foundation. The program attracts 10-to-25 early childhood professionals to the library once a month to discuss their favorite children's books and suggestions on how to effectively use the books in the classroom or daycare home. Recent topics have included: Handling Emotions with Children, Best New Picture Books of 2010, Multicultural Themes, and Developing Narrative Skills in Children.

Ann's Book Club is named after Ann Rappel, a long time educator at The Childcare Center of Evanston who suggested the idea. Ann said, "I am absolutely overwhelmed with the number of new books I have learned about from Ann's Book Club. The sharing of information, the networking of people, and the new friendships have made this experience so rewarding."

For more information, contact Martha Meyer msmeyer@cityofevanston.org.

If you are a preschool teacher or home provider and interested in registering for Ann's Book Club, email Laura Antolin at lantolin@cityofevanston.org or call Rick Kinnebrew at 847-448-8613. Advance registration is helpful, but not necessary.

About the Evanston Public Library

For nearly 140 years, the Library has provided educational, culturally-rich resources for all residents, helped children prepare for school through the joys of reading and learning, celebrated Evanston's diversity, and helped residents research to find information they seek. The Library is more than a building of books; it is a place to meet, connect, learn and explore.





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Reaching Preschoolers Through Picture Books

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Jan 15

Author Explores the Lives of Young African Americans "At Risk"

Evanston Public Library, 1703 Orrington Avenue, in Community Meeting Room at 4:00 PM

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When downloading a calendar item for use with Outlook, version 2007 or newer is required.

Amina Gautier reads from "AT-RISK," the winner of the 2011 Flannery O'Connor Short Fiction Award. Gautier explores the lives of young African Americans "at risk from themselves, their families, and their friends."

Gautier's fiction has appeared in "Best African American Fiction" and Kenyon Review; her appearance is co-sponsored by the Delta Sigma Theta sorority.

Author Explores the Lives of Young African Americans "At Risk"

Evanston Public Library, 1703 Orrington Avenue, in Community Meeting R

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**Alphabet Art: An Educational Exhibit that Inspires
Exploration and Experimentation**

“ALPHABET ART” is an exhibit of works by Evanston artist and author, Marjorie Price. It highlights a large painting, *Alphabet*, which consists of individual watercolors based on letters of the Alphabet – all are more or less abstracted but are readable in context; additional works are paintings of letters forming names, including Sue, Jan, Tom and Liz, resulting in a kind of name portraits. Also on display is Price’s art and education book for children, *AlphaDabbles*, which explores the design and whimsical possibilities of each of the letters.

Price hopes this exhibit will inspire a sense of creative exploration. She says, “The letters of the alphabet (as are all objects we look at closely) are endless springboards for experimentation. Some become geometric abstractions, some are lyrical, some are recognizable as a letter only in context, while others maintain their identity standing alone. Some suggest colors, for example, J for jade, I for indigo, V for vermillion, etc. Each letter is a painting in itself, but in the overriding interest of the Alphabet, defers its individuality to the group.”

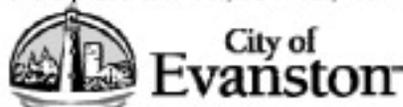
The exhibit is on the main floor of the Evanston Public Library, 1703 Orrington Avenue, through mid-January, 2012; the “Alphabet” painting will continue to be on display. It is ideal for both children and adults, families, grandparents and anyone who appreciates abstract art.

About the Artist

Marjorie Price was born in Chicago and grew up in Evanston. After graduating from ETHS, she went to Stanford University and received a B.A. in Speech and Drama. She studied painting in San Francisco and at the Chicago Art Institute. A painter all her life, she has worked in all mediums. Over the years, the styles of her painting have moved between representational and abstract. The Alphabet Art series reflects her years as a graphic designer and abstract artist. In 1960, she moved to Europe where she remained for nearly 20 years. She lived in France and Italy, working and exhibiting her artwork in galleries and museums. In the late 1970’s, she returned to the states and settled in New York City. She has taught painting to children and adults and has published several children’s art and education books. In 2008, Gotham Books published her memoir, *A Gift from Brittany*, which tells of the unforgettable years she lived in an ancient village in Brittany in the 1960’s. After 30 years in Manhattan, she recently returned to Evanston, where she continues to work as a painter and writer. To view her art, visit www.marjorieprice.com.

About the Evanston Public Library

For nearly 140 years, the Library has provided educational, culturally-rich resources for all residents, helped children prepare for school through the joys of reading and learning, celebrated Evanston’s diversity, and helped residents research to find information they seek. The Library is more than a building of books, it is a place to meet, connect, learn and explore.





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Art & Entertainment, Family

Alphabet Art Exhibit at Evanston Public Library

06

January

Today, January 6, 9:00 am

Evanston Public Library, 1703 Orrington Ave, Evanston, IL, FREE

"ALPHABET ART" is an exhibit of works by Evanston artist and author, Marjorie Price. It highlights a large painting, Alphabet, which consists of individual watercolors based on letters of the Alphabet—

all are more or less abstracted but are readable in context; additional works are paintings of letters forming names, including Sue, Jan, Tom and Liz, resulting in a kind of name portraits. Also on display is Price's art and education book for children, AlphaDabbles, which explores the design and whimsical possibilities of each of the letters. The exhibit is on the main floor of the Evanston Public Library, 1703 Orrington Avenue, through mid-January, 2012; the "Alphabet" painting will continue to be on display. It is ideal for both children and adults, families, grandparents and anyone who appreciates abstract art.

Invite a friend



Art by Marjorie Price at Evanston Library

January 3, 2012 5:20PM



Updated: January 3, 2012 5:02PM

"Alphabet," a painting by Evanston artist and author, Marjorie Price, is the centerpiece of the exhibit "Alphabet Art," on display at the Evanston Public Library, 1703 Orrington Ave. The piece consists of individual watercolors based on letters of the alphabet that are

abstracted but readable. Additional works by Price in the show include letters forming names like Sue, Jan, Tom and Liz, that result in a kind of name "portraits." Price's art and education book for children, AlphaDabbles, which explores the design and whimsical possibilities of letters is also part of the show. The painting "Alphabet" remains on display throughout January. For more information, call (847) 448-8630 or see epl.org

"ALPHABET ART"



An exhibit of works by Evanston artist and author Marjorie Price, is on the main floor of the Evanston Public Library, 1703 Orrington Ave., through mid-January. The exhibit highlights a large painting, "Alphabet," that consists of individual watercolors based on letters of the alphabet.

Also on display is Ms. Price's art and education book for children, "AlphaDabbles," which explores the design and whimsical possibilities of each of the letters.



Editor [Jessica Rudis](#): Heard some news you want us to check out? Let me know: jessica@patch.com

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As E-Book Circulation Increases, Evanston Library Adapts

The Evanston Public Library is increasing e-book compatibility and educating residents on how to access the medium.

By [Jordan Graham](#) [Email the author](#) 12:03 am

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Related Topics: [EPL](#), [Evanston Public Library](#), [Ipad](#), [Ipad education](#), and [library outreach](#)

As more and more Evanston residents begin to forego traditional print paperbacks and hardcovers in favor of e-books, the library is taking steps to stay relevant by making its collection increasingly accessible through e-readers electronically.

Page 2 of 3

Monday evening's "E-Book Boot Camp", held at the [North Branch Library](#), drew in a crowd of more than 100 people, a sign of the trendy medium. The library system has held two similarly attended tutorials within the last year, including

Though [digital books \(e-books\)](#) and downloadable [audio books](#) currently represent only 2 to 3 percent of the number of digital books borrowed monthly has steadily increased since the library first made them available

Last month, 1907 digital books were borrowed from the Evanston Public Library, more than double the number borrowed nearly 16 times more than that time span six years ago.

The Evanston library currently has a collection of over 4,000 digital books that can be checked out remotely. During the borrowing period, the books disappear from the e-reader. The library owns a set number of digital books for each user.

At Monday's tutorial, attendees learned how to access, search and download library e-books from an [Amazon Kindle](#), [Apple iPad](#). Though nearly two-thirds of attendees had already purchased some form of digital reader, the tutorial covered the strengths and differences between e-readers and tablet computers.

Chicago resident Rosabelle Mintz, who came to Evanston for the night's event, said that though she still w

... My generation, we're a little afraid of electronics and technology. I have some grandchildren who can help

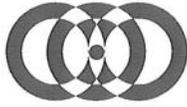
Lesley Williams, adult services manager at Evanston Public Library, said that the library had seen a jump in e-book borrowing this season, and that this year's increase could be even greater since Evanston library e-books were recently n

"Dec. 26 last year, our e-book service was overloaded because so many people had gotten e-book readers and were unable to get into the system for a while because we were just hit with so many people trying it for the first time. E-readers for the holidays was going to be a big deal. And right now there is kind of this perfect storm of e-readers compatible with the library e-book service."

Both Amazon and Barnes & Noble recently released new tablet versions of their popular e-readers.

Tutorial instructor Karen Hansen said that the library might offer device-specific workshops in February.

For more information on borrowing e-books from the Evanston library, [click here](#).



PEER Services, Inc.

906 Davis Street

Evanston, IL 60201

To Whom It May Concern:

My name is Elana Schnall, a Prevention Specialist at PEER Services (a non for profit focusing on prevention/treatment for substance abuse) in Evanston. My co-worker, Jonah Anderson, and I teach a drug prevention program to the fourth and fifth grade students at Bessie Rhodes Magnet School in District 65. We recently completed our final lesson with the fourth grade students, which stressed active participation in the community. This participation helps young people develop positive self concepts, empathy, and cooperative skills. To achieve this objective, we encouraged students to write a letter to someone in the recent newspaper. They had the choice to write a letter to thank someone who has made "good news" (making the community a better place), or to cheer up someone who has had some "bad news".

Attached is the letter(s) that the student(s) wanted to write to you! They found the article written about you in the December 15 Evanston RoundTable.

Sincerely,

Elana Schnall

	Dear Public Evanston library,
	Thank you for recycling Holiday lights. The
	landfills will sparkle more without holiday lights. It is
	a great idea to reuse them. They might break easily but
	if you take care of them, they can sparkle for ever.
	Recycling 51,000 pounds of Holiday lights is good
	for everybody by making coat hangers, pens, and scissors.
	from
	Mates

PROFESSIONAL SERVICES FOR SUBSTANCE ABUSE
PREVENTION, EDUCATION, EVALUATION AND RECOVERY

Evanston Day at Ryan Field

For the second year in a row, Northwestern and Evanston came together to "Paint Evanston Purple" and celebrate Evanston Day at Ryan Field.

This year's weeklong celebration included Wildcat football players partnering with area schools to work with young students on reading and learning what it takes to become a college student-athlete.

"Last year, I had a great time at the pep rally and game," Mayor Elizabeth Tisdahl said. "I'm excited to see all the Evanston residents coming out to show their support for the Wildcats, and I'm proud to see our community work together."

Book buddies

Evanston children — "Book Buddies" — gather at the main Evanston Public Library every Friday afternoon for reading, arts and crafts, and group activities thanks to the efforts of an enterprising Northwestern University buddy.

"Parents find that it's good for their kids to be read to by someone other than themselves or a teacher," said junior Timi Chu, a biomedical engineering student. "It helps with their cognitive development, and the group activities expand on the skills they learn at school."

Chu created Book Buddies as part of her work as a Jumpstart Corps member in the Evanston community. Jumpstart, based at Northwestern's Center for Civic Engagement, is an early education program that trains college students to work in local preschools helping children from low-income communities develop the literacy and language skills they'll need to be successful in school.

This summer, the Pearson Foundation honored Chu for her work with its prestigious \$10,000 National Fellows prize. Chu and Jumpstart also received a grant from the Evanston Community Foundation.

Book Buddies meets Fridays in the Evanston Public Library.

For details, contact Heidi Gross, Center for Civic Engagement, at (847) 467-1821.

Northwestern purchases ambulance for Evanston

Northwestern has donated a new ambulance to the City of Evanston.

The new ambulance, which will be an advanced life support transport unit, will go into frontline service this fall, as soon

as the licensing process is completed, said Greg Khaiber, Evanston Fire and Life Safety Services Chief. The new ambulance will replace a current unit that the city will then keep in reserve for use as needed. The new ambulance includes a power cot, power oxygen lift and a heart monitor/defibrillator.

Northwestern will donate approximately \$25,000 to the City, which will cover the entire cost of the new ambulance.

In 2009 Northwestern donated \$550,000 to the City for the purchase of a new fire engine.

Building business, starting at home

During the second Mash Up, hosted in September by the Evanston Chamber of Commerce and Northwestern, students, artists, scientists and City leaders got a chance to learn about an organization making a big difference in the lives of Evanston residents — Lending for Evanston and Northwestern Development (LEND).

The Mash Up Catalyst Award was presented to LEND, a student-run organization providing microloans and business planning services to entrepreneurs in the Evanston community.

During the networking event, attendees

atenting conege.

The high school students visited classes in the Technological Institute, where Northwestern students talked to them about design work. They attended a class on culture through the department of African American studies, a writing seminar and a session on journalism.

They went backstage in the Theatre and Interpretation Center to see the prep work for this fall's production of the musical "Rent" and also talked to admissions officers.

And they ate lunch in a residence hall and took a campus tour.

Kits&Cats dovetails with Northwestern's Good Neighbor, Great University Scholarship program, through which freshmen who graduate from high schools in Evanston and Chicago receive scholarships that include tuition to the full cost of tuition.

Science for the rest of us

Northwestern's popular science cafés provide a casual forum for the general public to explore and debate the latest ideas in science and technology. Science Café Evanston, geared toward adults, is held monthly on Wednesdays at the Firehouse Grill, 750 Chicago Ave. Junior Science Café, for middle and high school students and their parents, also held monthly on Fridays at the Evanston Public Library. For a current schedule, go to sciencecafe.northwestern.edu

Northwestern News • Fall 2011

The neighborhood issue of Northwestern News is published twice annually for Evanston residents by Northwestern's department of University Relations.

Contact us

Send questions, comments or story tips.

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Winter-Spring 2012
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Evanston



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Up Close Art Corner
New In Town



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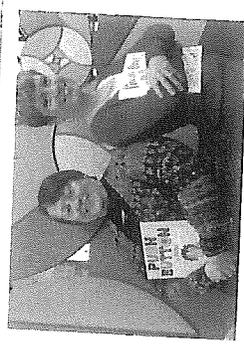
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On the Cover: ECF President & CEO, Sara Schastok and Board Chair, Penelope Sachs in the children's section of the Evanston Public Library. Photography by: Photo by Blake Sobczak



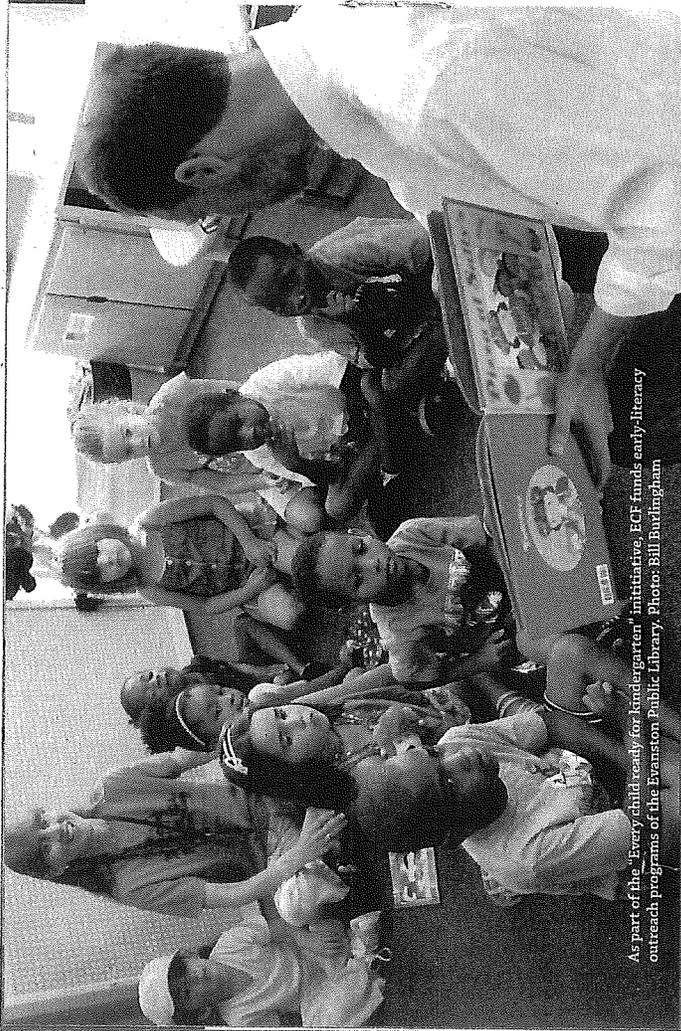
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As part of the "Every child ready for kindergarten" initiative, ECF funds early-literacy outreach programs of the Evanston Public Library. Photo: Bill Burlingham

Growing the Community's Common Good

For 25 years, Evanston Community Foundation has been fostering philanthropy on the North Shore through grants and funds aimed at helping local organizations to improve people's lives. By Deborah Cassell

Evanston soon will celebrate its 150th anniversary — an event recognizing the community's many accomplishments since its founding back in 1863. But first, one of the city's many accomplished organizations will achieve its own milestone. Next year marks the 25th year of operation for Evanston Community Foundation (ECF), a nonprofit that strives to better the community in which it resides.

"The mission of the foundation is to help Evanston thrive, now and forever, as a vibrant, inclusive and just community, by building, connecting, and distributing

resources and knowledge, through local organizations, for the common good" — that's according to Jeremy R. Barrows, ECF's director of development & communications, who coordinates fundraising for annual operations and endowment-building. "This mouthful of a statement captures a variety of things we do — grant-making, leadership training, advice and training for nonprofits, fostering local philanthropy, and facilitating collaborations."

Although ECF's mission hasn't changed much over the years, "Our own capacity to act on it has grown, especially in the last decade, to the point that we're really a hub of the

nonprofit and philanthropic community in Evanston and can bring significant financial resources to bear," he continues.

The Evanston Community Foundation was first formed in 1986 by a group of community leaders, including its first chair, Kenneth Lehman, and Natasha Deutsch, its second. The organization issued its first grants in 1987. In 1998, Northwestern University's student-run charity, Dance Marathon, appointed ECF the secondary beneficiary of its annual fundraiser to increase foundation grant budgets; Barrows points out that Dance Marathon has since become "an amazing partner in increasing our grant-making pool," having made ECF its secondary beneficiary every year thereafter, and giving the foundation "more than half a million dollars to put to work in Evanston, allowing us to say 'yes' to so many more great ideas."

"After its early years under the wing of the Evanston United Way, it (ECF) really came into its own in 2001 when the board hired the first professional staffer, Sara Schastok, who is still president and ceo today," Barrows notes.

An Increasing Endowment

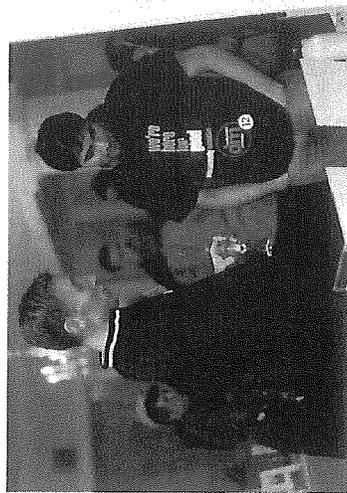
As ECF has grown, so has its capacity to give. A decade ago, the organization's endowment totaled about \$3 million. By the end of 2010, it was up to \$14.2 million. A variety of people and groups have made it financially possible for the foundation to accomplish its mission. In fact, nearly 1,000 individuals give to foundation each year.

"The vast majority of our contributions come from local individuals and family foundations," Barrows explains. "More than 60 distinct funds under our management include donor-advised funds, endowments for local organizations and scholarships. But what distinguishes ECF from most of our peers around the country is that most of our assets are in broad-purpose funds that our board can draw upon for unrestricted grant-making."

At more than \$6 million, Communityworks is the ECF's largest single fund. According to Barrows, the fund's initiative, "Every child ready for kindergarten, Every youth ready for work," aims to level the playing field and



A 2010 ECF grant helped Have Dreams provide services and support to autistic youth in Evanston. Photo: Bill Burlingham



ECF supporters mingled with ND Dance Marathon leaders at CelebrateEvanston, October 13, 2011. Photo: Jill Brazel

create opportunity for young people. Communityworks has been built up over the last several years through grant monies from the Grand Victoria Foundation, plus \$2.2 million in local donations.

Through said initiative, "We are investing heavily to erase the academic achievement gaps that can plague disadvantaged kids through their school years and beyond," Barrows says.

To this end, ECF works through the Infant Welfare Society of Evanston and the District 65 Family Center, for which it funds home visits to ages birth to three years, fifty families each year, to give kids in low-income and otherwise vulnerable homes a strong start. Related grants fund early-literacy workshops at the Evanston Public Library, networking events to reduce parental stress via the Family Room and scholarships at Cherry Preschool. It also

(continued on page 27)



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Supporters toast ECF's 25th anniversary at Celebrate!Evanston, October 13, 2011. Photo: Jill Brazel



ECF President & CEO Sara Schastok with Evanston Mayor Elizabeth Tiedahl at Celebrate!Evanston, October 13, 2011. Photo: Jill Brazel

(continued from page 25)

supports additional urgent-needs projects such as ESCCA's giving of winter boots to District 65 students, and The Harbour's providing emergency shelter and crisis intervention to teen girls, as well as several organizations that "are enriching young minds through the arts," Barrows notes.

One of ECF's most recent efforts is the Evanston Police and Fire Fund — a reservoir to supplement city budgets for said city departments. The fund is advised by a committee that held its first fundraiser on Nov. 10 to honor police and fire chiefs past and present.

Giving Grants

Among ECF's many altruistic activities is pooling together resources to create grants for deserving recipients.

"There are so many stories out there of organizations that have made a significant and sustained impact in Evanston with our help," Barrows says. "We intend to be here when Evanston needs us."

Over the past few years, public-sector funding for local organizations fell sharply. Meanwhile, ECF's grant-making budget grew to more than \$650,000 in 2011, up 30 percent from 2006.

Just how can groups go about applying for and receiving grants from ECF?

"We welcome proposals across a range of interest areas — arts, health, housing, education, environment, and so on," Barrows says. "Our Grants Committee looks for projects that address community needs in innovative and collaborative ways and show the greatest potential to create positive change." He details one grant, *root2fruit*, which is funded by the Mammel Foundation. It is designed to build the capacity of smaller, up-and-coming organizations to serve more people more effectively by focusing on governance, fundraising and technology, among other areas. Each year, three organizations are selected to enter the three-year program, which comes with grant money as well as special training. Some *root2fruit* "graduates" have become Evanston institutions — they include The Musical Offering, Center for Independent Futures and the Moran Center for Youth Advocacy.

The foundation's responsive grants cycle in the spring is the most wide-open door for applicants, Barrows says. The next set of deadlines will be announced in December.

The Evanston Community Foundation will salute 25 years of giving on Oct. 13, 2012, during its annual Celebrate!Evanston event. (2012 also marks the 20th anniversary of ECF's Leadership Evanston program and the 10th year for *root2fruit*.) Until then, it will continue to grow the common good thanks to what Barrows calls the "extraordinary loyalty and generosity" of the people of Evanston.

"It's a tribute to the 'haves' of this community that they have stepped right up for us and for other nonprofits serving urgent needs when the number of 'have-nots' is, sadly, growing rapidly," he asserts. *shop*

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