

EVANSTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING

WEDNESDAY, OCTOBER 17, 2012

6:30 P.M.

COMMUNITY MEETING ROOM



EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, October 17, 2012

6:30 P.M.

Evanston Public Library, 1703 Orrington Avenue, Community Meeting Room

AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM

2. APPROVAL OF MEETING MINUTES of
August 29, 2012 Special Board Meeting

3. CITIZEN COMMENT

Not to exceed 15 minutes.

4. INFORMATION/COMMUNICATIONS

- A. City Ordinance on Library Board's Authority (Karen Danczak Lyons)
- B. Information on Supplemental Tax Funding and State Grants (Paul Gottschalk)
- C. State Standards for Library Programming (Paul Gottschalk)

5. LIBRARY DIRECTOR'S REPORT

6. STAFF REPORTS

- A. Administrative Services and Financial Reports (Paul Gottschalk)
- B. Summer Reading Game Report (Jan Bojda)

7. BOARD REPORTS

- A. Joint Committee on Library Governance (Karen Danczak Lyons)
- B. Development Committee (Margaret Lurie)

8. UNFINISHED BUSINESS

A.

9. NEW BUSINESS

- A. Transition Plan for the Chicago/Main Library (Karen Danczak Lyons)
- B. Approval of State Per Capita Grant Application (Paul Gottschalk)
- C. Approval of Resolution for Budget and Annual Tax Levy (Leora Siegel)
- D. Appointment of Leora Siegel as Treasurer to the Investment Committee (Benjamin Schapiro)

10. ADJOURNMENT

Next Meeting: November 14, 2012 at 6:30 pm

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, August 29, 2012
6:30 PM

Evanston Public Library, 1703 Orrington Avenue, Community Meeting Room

Members Present: Diane Allen, Sergio de los Reyes, Margaret Lurie, Susan Newman, Michael Tannen, Benjamin Schapiro, Leora Siegel, and Sandra Smith

Members Absent: Tori Foreman

Staff: Karen Danczak Lyons, Marcy Jenkins, Paul Gottschalk

Presiding Member: Benjamin Schapiro, President

CALL TO ORDER/DECLARATION OF QUORUM A quorum was present and President Schapiro called the meeting to order at 6:36 pm.

CITIZEN COMMENT

Marcia Mahoney, director of the Mighty Twig/Friends showed a picture of 22 strollers lined up outside the Twig today, and reported that 47 children attended the program. She asserted that the Board has a fiduciary responsibility to Evanston's citizens to offer services, and encouraged them to believe that it is possible to expand neighborhood services with great success.

Dan McAndrew – a teacher at Park School, which offers self-contained special ed classes for 18-21-year old students spoke about how the school used the EPL South Branch for 2 years for community training on crossing the street, etc. McAndrew has continued the community outings to the Twig every Tuesday where the students learn to sit to listen to stories. They also go to the Main Library for story hours. The importance of the outings and destination cannot be put in words --- the students look forward to going to the library all week.

Dickelle Fonda – spoke in favor of a neighborhood library in west Evanston and on behalf of the Director of the Heartwood Center in support of the library. The Center has had 50-60 young people who have learned to meditate there, and the program director hopes to have a permanent community center library at Dempster/Dodge.

INFORMATION/COMMUNICATIONS

Director Danczak Lyons shared a presentation made earlier this week to Evanston senior staff highlighting recent and upcoming library events and accomplishments of note, including:

- The launch of this year's "Mission Impossible" challenge to read Flannery O'Connor's *Complete Stories*, with over 110 people attending the introductory lecture August 27th in the Community Room, and reading groups facilitated by

EPL librarians to run for the next 3 months (sign ups are still available online or by calling the Library.)

- Summer 2012 program for training kindergartners in reading.... Every child ready for kindergarten.
- Book Buddies – Northwestern students reading to children on Fridays at the library.
- Small workshops including two held for high school students learning tips for critiquing college application essays and writing in general.
- Project Excite – literacy, learning, and bike repair – each participant who completed the course got a new bike at the end of the program.
- Upcoming Excel computer training at North Branch on Saturdays, Sept 8 and 15.

LIBRARY DIRECTOR'S REPORT

Karen Danczak Lyons reported additional news, including:

- She made a presentation to Lighthouse Rotary Club and began partnership which allows new book donations to our collection in honor of speakers at their meetings.
- Technical Services Manager Evelyn Kaehler has accepted a position with Glenview Public Library. She has been with EPL for almost 12 years and has been in charge of our technical services division and the major re-organization of the department.
- The Director will be traveling to Springfield next week to attend Illinois State Library Advisory Council.
- Ms. Danczak Lyons has also been selected by ALA President Maureen Sullivan to advise her on the creation of a leadership development program for ALA members.

BOARD REPORTS

Facilities Committee - the new committee, chaired by Trustee Sergio de los Reyes, held its introductory meeting with Trustee de los Reyes, Trustee Schapiro, Director Danczak Lyons, and Administrative Services Manager Paul Gottschalk attending. They discussed the Library's capital improvement plan. The first formal meeting of the committee will be Sept 10th, and the group will meet thereafter on quarterly basis with the following meeting to be scheduled in December.

Finance Committee - Chair Trustee Leora Siegel introduced Karen Danczak Lyons' presentation of proposed service expansions and financial considerations for the 2013 budget.

Introduction – the library transition planning continues as the board and staff explore ways to expand neighborhood services and financing. Depending on the definitions of programs and needs, space decisions will need to be made. Context of decisions – a lot of emotions, financial, high goals. Need to have tough conversations to get buy-in to move forward.

Proposed budget issues include interest in:

- Continuing operations at the North Branch as an anchor in that community, open 33 hours/week.
- Partnering with EPL Friends in some manner to raise funds for both collections and neighborhood services – with partnership needs on both sides to be defined. Possibility exists to expand the Library's Fund For Excellence to include neighborhood services.

Staff recommends renaming The Mighty Twig as the Chicago/Main Library and offering expanded services from the Library, including staff support, book and materials holds, and additional adult and children's programs.

- Exploring additional sources of funds including grant opportunities and fundraising.
- Continuing conversations and analysis regarding future expansion of services at neighborhood locations including Dempster/Dodge. More information is being collected via a community survey of needs and interests in specific West side services.
- Creating structured partnership agreements with other agencies to clarify roles, responsibilities, metrics and outcomes.
- Looking at other lending library options, including vending machines in other locations.

Specific 2013 Budget Opportunities

- Chicago/Main – 38 hours/week – 47 weeks for staffing \$47,000. Currently the Friends have raised funds to cover the rent – going forward, in partnership – would Friends continue to raise funds to support the rent? As well as support the library operations part of the expanded services projected in the partners.

May be able to get existing Library staff to go from 20 to 28 hours/week to cover the hours needed to staff at Chicago/Main.

- Need to get agreement on the reasonable expectations for the expanded services for the west side or any other locations, and to agree on keys to a successful implementation. Can't compare service in west Evanston with the Twig's continuation of the South Branch – new neighborhood with immigrants and others. Dempster/Dodge location came with Evanston 150.

The Director asked for permission to continue exploration of possible locations. Currently there are no funds for a West Side expansion assumed to come from taxpayer support, and it is unrealistic to expect the Library to do much more than explore funding and service models for the future.

Questions posed

\$40,000 for Chicago/Main staffing in 2013 – in the base budget? No.

Will Chicago/Main be able to have library materials in circulation? Yes. And what about the funding for the rent? Through fundraising.

For remainder of 2012, no additional staffing included in current 2012 budget, if the partnership moves forward with the Friends, \$14,400 in incremental EPL 2012 spending could be incurred.

Trustee Tannen suggested that each trustee voice their preliminary opinions about whether EPL should expand services at the Chicago/Main location.

Trustee Allen questioned whether Main and Chicago was a good location for an EPL neighborhood presence. Trustee Schapiro said that current trends in public library literature do not support neighborhood spaces which amount to warehouses for books.

Trustees Newman, Lurie, Smith, Siegel, Tannen, and De LosReyes spoke in support of moving forward in support of the location. Several of these trustees commented that Main/Chicago was a good location, given its proximity to two train stations, in the heart of a commercial district, within walking distance of several public schools, and close to the former South Branch at Lee and Chicago. Several trustees commented that the Mighty Twig, as presently constituted, was an airy, innovative, and exciting neighborhood presence, and that volunteerism shown by EPLF if running that facility should be embraced by EPL.

Two very preliminary options for space at Dempster/Dodge -- Options A and B projections differ due to the different square footage and degree of finish of the spaces.

Trustee Tannen expressed a potential interest in expanding EPL services at Dempster/Dodge.

Motions

1. Leora Siegel moved that the Board authorize the Library Director to create an agreement to work with EPL Friends in fundraising and neighborhood services. Passed unanimously by voice vote.
2. Leora Siegel moved to authorize the Library Director to continue to investigate West Evanston library services for the board's consideration.

Ms. Danczak Lyons mentioned that the budget can include designated "placeholders" as provisions for additional expenses if funding/grants are available, in which case the Board can then authorize 2013 expenses in those areas.

Trustee Allen moved to amend to authorize the Director to pursue services throughout Evanston on an equitable basis. Trustee de los Reyes voiced interest in passing 2013 budget and then taking a broader review of Evanston for the 2014 budget. Allen's amendment failed.

Motion passed unanimously.

3. Motion by Leora Siegel to authorize the Director to identify costs of EPL to operate the Chicago/Main location, for full or partial funding, in 2013 budget. Passed unanimously.

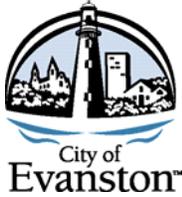
Follow up for next meeting

As part of the EPL/Friends planning, Trustee Tannen asked for how many and where books are distributed throughout Evanston by Friends and Library. Director Danczak Lyons and Marcia Mahoney agreed to provide counts of books distributed and locations where book distributions are made, although not specifics by location, and Director Danczak Lyons also will provide information on library card distribution across the city.

ADJOURNMENT Susan Smith moved to adjourn the meeting, Susan Newman seconded the motion, and motion passed on a voice vote.

Respectfully Submitted,

Michael M. Tannen, Secretary



**MEETING MINUTES
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES**

Wednesday, September 19, 2012
6:30 PM

Evanston Public Library, 1703 Orrington Avenue, Community Meeting Room

Members Present: Diane Allen, Sergio de los Reyes, Tori Foreman, Margaret Lurie, Susan Newman, Michael Tannen, Benjamin Schapiro, and Leora Siegel

Members Absent: Sandra Smith

Staff: Karen Danczak Lyons, Paul Gottschalk, Marcy Jenkins

Presiding Member: Benjamin Schapiro, President

CALL TO ORDER/DECLARATION OF QUORUM - A quorum was present and President Schapiro called the meeting to order at 6:31 pm.

APPROVAL OF MEETING MINUTES

Motion by Susan Newman, seconded by Sergio de los Reyes – approval of the minutes of the July 18, 2012 Regular Board Meeting – passed unanimously

Motion by Leora Siegel, seconded by Diane Allen – approval of the minutes of the August 1, 2012 Special Board Meeting – passed unanimously

Motion by Sergio de los Reyes, seconded by Margaret Lurie – approval of the minutes of the August 15, 2012 Regular Board Meeting – passed unanimously

At the request of Michael Tannen, approval of the minutes of the August 29, 2012 Special Board meeting will be held until the October meeting.

CITIZEN COMMENT

Evanston Public Library Friends President Marcia Mahoney expressed her strong support for having the Library assume operational control of the Mighty Twig and take responsibility for offering library services in neighborhoods. She recommends that the Board approve Option C of the Library Director's proposed options for the future of the Chicago/Main location.

Benjamin Schapiro read a letter from 3rd Ward Alderman Melissa Wynne in support of the continued operation of the Chicago/Main Library.

INFORMATION/COMMUNICATIONS -- None

LIBRARY DIRECTOR'S REPORT

Karen Danczak Lyons, EPL Director, reported on recent events and accomplishments:

- Addressed 2nd Ward Alderman Peter Braithwaite's meeting and shared community survey.
- Staff issued 100 library cards to new international graduate students as they were welcomed to Northwestern University.
- Staff presented highlights from our summer youth programs at the City Council meeting last evening.
- The Library will be represented for the first time at the Wildcat Welcome on Friday to acquaint Northwestern parents with the many resources available for free at the Evanston Public Library.
- Presented maps of the locations of blocked library cards in response for request for information at a prior board meeting. Cards blocked since 2003 were mapped, showing blocked card concentrations in some areas, but generally discernable geographic concentration. Trustee Siegel asked if there is there any interest in offering forgiveness/amensty? It has been considered.
- Presented maps displaying census data of Evanston residents distribution geographically: 0 – 5 years of age; 5 – 17 years of age and 65 and older.

STAFF REPORTS

Administrative Services and Financial Reports (Paul Gottschalk) – The Library is actively recruiting and interviewing for several vacancies, including the Latino Outreach Assistant and Community Engagement Librarian.

BOARD REPORTS

Joint Committee on Library Governance (Karen Danczak Lyons) – the committee held its first meeting and will meet again in early October.

Facilities Committee (Sergio de los Reyes) – the committee held two meetings. Immediate matters include an investigation of radiators, the renovation of air supply fans and planning for the digital learning lab. The committee looked at North Branch renovation needs, and put them on hold until agreement on future neighborhood library decisions.

Development Committee (Margaret Lurie) – the committee (formerly called “Relations” committee) has the role of augmenting the Fund for Excellence (FFE) with grants, relationships with businesses, sponsorships and other partnerships and in-kind donations. Committee would like to ensure that all trustees participate in FFE – in terms of donating, and giving names so EPL can say that the entire board is supporting.

Finance Committee (Leora Siegel) – the committee met to review and discuss the budget options presented in the board packets.

UNFINISHED BUSINESS

Discussion of Options and Approval of a Chicago Ave/Main St Library Plan (Karen Danczak Lyons)

Karen Danczak Lyons presented three budget options for the future of the Chicago/Main Library (Mighty Twig) for 2013 and reviewed changes since the budget presentation on August 29th.

Library support of the Chicago/Main Library is dependent on development funding in 2013 – there will be no property tax increase in the budget for 2013. Quantifying results is a priority as EPL watches costs and revenue opportunities. Need to articulate service to be provided and how partnerships will be measured.

Goal will be to define an “arc of services” for maintaining library services throughout Evanston. The proposed Robert Crown Center at Main and Dodge has 5,000 square feet set aside for potential Library use. Will also consider bookmobile and book/DVD vending machines.

There are challenges and risks incorporated in this plan. Asking residents to join together to support free services.

Redefining transition – to include access, excellent and thought-provoking programs, library spaces where all are welcome, every child is precious and each individual is important.

Options for The Mighty Twig (TMT) – as presented in Sept. 13, 2012 memo:

Option A - No Library support – TMT would close after a noble experiment.

Option B – Middle ground, sharing EPL/EPL Friends and volunteer management thought to present a major, unworkable, challenge regarding organizational decision making, etc.

Option C – Recommended pursuing 100% EPL responsibility for TMT, renamed “Chicago/Main”. Requires joint fundraising with the Friends, need \$144,750 and want to have half of that raised by January 1, 2013. Services would include some library materials, circulation support, book drop, and children’s programming.

Diane Allen said that if “neighborhood services” fundraising is asked for, it needs to be clear that the first \$145,000 will go to the Chicago/Main location.

Sergio de los Reyes said that there would need to be conditions on the lease – if the funding isn’t reached, EPL would be able to terminate the lease.

Michael Tannen said he was concerned about the risk of not obtaining enough funding

– and what to do with collected funds if the goal isn't met. Need to be clear about what money will be used for.

Marcia Mahoney mentioned the possibility of grants to support this library/community experiment.

Leora Siegel sees it as wonderful opportunity to capitalize on the support of the Friends, the Evanston 150 initiative, and EPL strategic plan.

Tori Foreman asked about adding fees and fines to the Twig location – Mahoney asserted the opportunity to take the best from both the Twig and EPL as a new and different thing – attractive to grants givers.

Schapiro asserted 2013 would be transition year to see if the location is the right one for the longer term, believes funding can be obtained.

Trustee Allen moved that Board accept Option C as presented in the Board packet, page 52. Trustee Lurie seconded the motion. Roll call vote approved the motion unanimously.

B. Discussion and Adoption of Proposed FY2013 Library Budget (Karen Danczak Lyons)

There will be no increase in the property tax levy in FY2013. The proposed FY2013 Library budget is \$5,104,814.

Leora Siegel moved, Susan Newman seconded – motion to adopt the FY2013 budget of \$5,104,814. Passed unanimously on a roll call vote.

C. Adoption of Proposed Bylaws Amendment - Development Committee (Benjamin Schapiro) Margaret Lurie moved, Leora Siegel seconded – motion to adopt the bylaws amendment forming a Development Committee. Passed unanimously on a roll call vote.

NEW BUSINESS

Leora Siegel thanked Director Danczak Lyons and Paul Gottschalk for their work on the budget.

ADJOURNMENT Susan Newman moved to adjourn the meeting, Leora Siegel seconded the motion, and motion passed on a voice vote. Adjourned at 7:55 pm.

Respectfully Submitted,

Michael M. Tannen, Secretary

Next Meeting: October 17, 2012 at 6:30 pm in EPL Community Meeting Room

10/1/12

117-O-12

AN ORDINANCE

**Amending the Evanston City Code to Make Certain Changes
to the City of Evanston Public Library Board's Authority**

WHEREAS, the City of Evanston, Cook County, Illinois, (the "City") is a home rule unit of government under the Illinois Constitution of 1970; and

WHEREAS, the City considered, in consultation and cooperation with the Evanston Public Library Board, certain amendments to the City Code to conform certain Code provisions to the Act; and

WHEREAS, the Evanston Public Library Board concurs in finding that the code amendments set forth below are appropriate,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS, THAT:

SECTION 1: The foregoing recitals are hereby found as fact and incorporated herein by reference.

SECTION 2: Title 7, Chapter 14 of the Evanston City Code of 2012, as amended, is hereby further amended adding the following subsection to read as follows:

7-14-6: EMPLOYEES; CONTRACTS:

The Library Director shall have the authority to hire employees for the Library, fix their compensation, and to remove such employees, subject to the approval of the Library Board. The Library Board shall have the authority to contract with any public or private corporation or entity for the purpose of providing or receiving library service.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: If any provision of this Ordinance 117-O-12 or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid application of this ordinance is severable.

SECTION 5: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

SECTION 6: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

Introduced: _____, 2012

Approved:

Adopted: _____, 2012

_____, 2012

Elizabeth B. Tisdahl, Mayor

Attest:

Approved as to form:

Rodney Greene, City Clerk

W. Grant Farrar, Corporation Counsel



Memorandum

To: Evanston Public Library Board of Trustees
Karen Danczak Lyons, Library Director

From: Paul Gottschalk, Administrative Services Manager

Subject: Information on Supplemental Tax Funding and Grants for Illinois
Public Libraries

Date: October 4, 2012

The FY2013 State Per Capita Grant application requires the Board to review possible supplemental tax funding sources and the state law for libraries on state grants and the eligibility for state grants (ILCS 10/8 and 10/8.1).

Supplemental Property Tax Funding

In addition to the General Corporate (Library) property tax levy that will support the Library in FY2013, there are a number of real estate tax levies available to Illinois public libraries as sources of additional revenue. These supplemental levies are: Building and Maintenance, Audit, IMRF (pension), Medicare, Social Security, Insurance, Working Cash, and Building Restoration. These Funds have restrictions on the levy amount and the application of the funds. Since the Library's General Corporate Levy sufficiently covers the Library's FY2013 budget, these additional levies are unnecessary at this time. Any supplemental tax funding would result in a corresponding decrease in funding from the General Corporate property tax levy. Additional information on these supplemental funds is available in the *Financial Manual for Illinois Public Libraries* that had previously been given to each Board member.

ILCS 10/8 State Grants and 18/8.1 Eligibility for State Grants

The following text for the Board's information is from *Illinois Library Law and Rules, 75 ILCS 10/8 State Grants and 10/8.1 Eligibility for Grants*.

(75 ILCS 10/8) (from Ch. 81, par. 118)

Sec. 8. State grants.

(a) There shall be a program of State grants within the limitations of funds appropriated by the Illinois General Assembly together with other funds made available by the

federal government or other sources for this purpose. This program of State grants shall be administered by the State Librarian in accordance with rules and regulations as provided in Section 3 of this Act and shall include the following: (i) annual equalization grants; (ii) Library System grants; (iii) per capita grants to public libraries; and (iv) planning and construction grants to public libraries and library systems. Libraries, in order to be eligible for grants under this Section, must be members of a library system.

(b) An annual equalization grant shall be made to all public libraries for which the corporate authorities levy a tax for library purposes at a rate not less than .13% of the value of all the taxable property as equalized and assessed by the Department of Revenue if the amount of tax revenue obtained from a rate of .13% produces less than (i) \$4.25 per capita in property tax revenue from property taxes for the 2006 taxable year payable in 2007 and (ii) \$7.50 per capita in property tax revenue from property taxes for the 2007 taxable year and thereafter. In that case, the State Librarian is authorized to make an equalization grant equivalent to the difference between the amount obtained from a rate of .13% and an annual income of \$4.25 per capita for grants made through Fiscal Year 2008, and an annual income of \$7.50 per capita for grants made in Fiscal Year 2009 and thereafter. If moneys appropriated for grants under this Section are not sufficient, then the State Librarian shall reduce the per capita amount of the grants so that the qualifying public libraries receive the same amount per capita, but in no event shall the grant be less than equivalent to the difference between the amount of the tax revenue obtained from the current levy and an annual income of \$4.25 per capita. If a library receiving an equalization grant reduces its tax levy below the amount levied at the time the original application is approved, it shall be ineligible to receive further equalization grants.

If a library is subject to the Property Tax Extension Limitation Law in the Property Tax Code and its tax levy for library purposes has been lowered to a rate of less than .13%, the library will qualify for this grant if the library levied a tax for library purposes that met the requirements for this grant in the previous year and if the tax levied for library purposes in the current year produces tax revenue for the library that is an increase over the previous year's extension of 5% or the percentage increase in the Consumer Price Index, whichever is less,

and the tax revenue produced by this levy is less than (i) \$4.25 per capita in property tax revenue from property taxes for the 2006 taxable year payable in 2007 and (ii) \$7.50 per capita in property tax revenue from property taxes for the 2007 taxable year and thereafter. In this case, the State Librarian is authorized to make an equalization grant equivalent to the difference between the amount of tax revenue obtained from the current levy and an annual income of \$4.25 per capita for grants made through Fiscal Year 2008, and an annual income of \$7.50 per capita for grants made in Fiscal Year 2009 and thereafter. If moneys appropriated for grants under this Section are not sufficient, then the State Librarian shall reduce the per capita amount of the grants so that the qualifying public libraries receive the same amount per capita, but in no event shall the grant be less than equivalent to the difference between the amount of the tax revenue obtained from the current levy and an annual income of \$4.25 per capita. If a library receiving an equalization grant reduces its tax levy below the amount levied at the time the original application is approved, it shall be ineligible to receive further equalization grants.

(c) Annual Library System grants shall be made, upon application, to each library system approved by the State Librarian on the following basis:

(1) For library systems, the sum of \$1.46 per capita of the population of the area served plus the sum of \$50.75 per square mile or fraction thereof of the area served except as provided in paragraph (4) of this subsection.

(2) If the amounts appropriated for grants are different from the amount provided for in paragraph (1) of this subsection, the area and per capita funding shall be proportionately reduced or increased accordingly.

(3) For library systems, additional funds may be appropriated. The appropriation shall be distributed on the same proportional per capita and per square mile basis as provided in paragraphs (1) and (4) of this subsection.

(4) Per capita and area funding for a multitype library system as defined in subparagraph (3) of

the definition of "library system" in Section 2 and a public library system in cities with a population of 500,000 or more as defined in subparagraph (2) of the definition of "library system" in Section 2 shall be apportioned with 25% of the funding granted to the multitype library system and 75% of the funding granted to the public library system.

(d) The "area served" for the purposes of this Act means the area that lies within the geographic boundaries of the library system as approved by the State Librarian. In determining the population of the area served by the library system, the Illinois State Library shall use the latest federal census for the political subdivisions in the area served.

(e) In order to be eligible for a grant under this Section, the corporate authorities, instead of a tax levy at a particular rate, may provide an amount equivalent to the amount produced by that levy.

(Source: P.A. 95-976, eff. 9-22-08.)

(75 ILCS 10/8.1) Eligibility for Grants (from Ch. 81, par. 118.1)

Sec. 8.1. The State Librarian shall make grants annually under this Section to all qualified public libraries in the State from funds appropriated by the General Assembly. Such grants shall be in the amount of up to \$1.25 per capita for the population of the area served by the respective public library and, in addition, the amount of up to \$0.19 per capita to libraries serving populations over 500,000 under the Illinois Major Urban Library Program. If the moneys appropriated for grants under this Section are not sufficient the State Librarian shall reduce the per capita amount of the grants so that the qualifying public libraries receive the same amount per capita.

To be eligible for grants under this Section, a public library must:

(1) Provide, as determined by the State Librarian, library services which either meet or show progress toward meeting the Illinois library standards, as most recently adopted by the

Illinois Library Association.

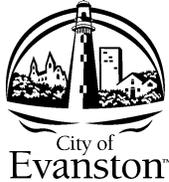
(2) Be a public library for which is levied a tax for

library purposes at a rate not less than .13% or a county library for which is levied a tax for library purposes at a rate not less than .07%. If a library is subject to the Property Tax Extension Limitation Law in the Property Tax Code and its tax levy for library purposes has been lowered to a rate of less than .13%, this requirement will be waived if the library qualified for this grant in the previous year and if the tax levied for library purposes in the current year produces tax revenue for library purposes that is an increase over the previous year's extension of 5% or the percentage increase in the Consumer Price Index, whichever is less. Beginning in State Fiscal Year 2012 and continuing through and including State Fiscal Year 2015, the eligibility requirement in this subsection shall be waived if a library's tax levy for library purposes has been lowered to a rate of less than 0.13%, and the State Librarian determines that the library (i) continues to meet the requirements of item (1) of this Section and (ii) received a grant under this Section in the previous fiscal year.

Any other language in this Section to the contrary notwithstanding, grants under this Section 8.1 shall be made only upon application of the public library concerned, which applications shall be entirely voluntary and within the sole discretion of the public library concerned.

In order to be eligible for a grant under this Section, the corporate authorities, in lieu of a tax levy at a particular rate, may provide funds from other sources, an amount equivalent to the amount to be produced by that levy.

(Source: P.A. 97-675, eff. 2-6-12.)



Memorandum

To: Evanston Public Library Board of Trustees
Karen Danczak Lyons, Library Director

From: Paul Gottschalk, Administrative Services Manager

Subject: Programming Standards for Illinois Public Libraries

Date: October 4, 2012

Illinois State Law requires public libraries to “provide, as determined by the State Librarian, library services which either meet or show progress towards meeting the Illinois library standards, as most recently adopted by the Illinois Library Association.” [75 ILCS 10/8.1(1)]. A requirement of the State Library’s FY2013 Illinois Per Capita Grant application is Library Board review and discussion of the programming standards from the most recent edition of *Standards of Illinois Public Libraries*. These programming standards and my comments follow.

Standard 1. “Library programs are free of charge”.

The Library meets this standard.

Standard 2. “Library programs are located in physically accessible locations.”

The Library meets this standard.

Standard 3. “Provisions are made, as needed, to enable persons with disabilities to participate in the program. The availability of these provisions is noted with other information about the program.

The Library meets this standard. Information about ADA compliance is included in program announcements and on the website.

Standard 4. The Library considers community demographics, special populations, and the availability of programming from other social, cultural, and recreational organizations in the community when planning and evaluating programs.

The Library meets this standard.

Standard 5. The Library presents educational, cultural, and recreational programs that reflect community needs and interests.

The Library meets this standard.

Standard 6. Programming is designed to address the diversity within the community, to increase awareness and use of Library resources and services, and to attract new users.

The Library meets this standard.

Standard 7. The Library provides outreach programs to targeted populations who cannot visit the Library.

The Library meets this standard.

Standard 8. The Library has programming that targets children and their caregivers.

The Library meets this standard.

Standard 9. The Library has programming that targets young adults.

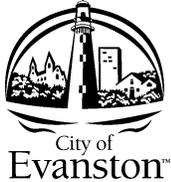
The Library meets this standard.

Standard 10. The Library has programming that targets adults and senior citizens.

The Library meets this standard.

Standard 11. The Library provides programs on library instruction for all ages. This includes online catalog and online database training opportunities.

The Library meets this standard.



Memorandum

To: Evanston Public Library Board of Trustees
From: Paul Gottschalk, Administrative Services Manager
Subject: Administrative Services Update
Date: October 3, 2012

This memo provides an update on significant administrative activities in the past month.

Human Resources

Andres Lopez was hired as our full-time Latino Outreach Assistant effective October 15th. Andres has extensive experience marketing services to the Latino community.

Heather Norborg was hired as a 20 hour per week Adult Services Librarian effective October 1st. She is former full-time Librarian who resigned after the birth of her first child. We're thrilled to have Heather return to the Library.

Emmeline Guest was hired as a part-time Branch Assistant. Emme has excellent children's programming experience at the Skokie Public Library, Lincolnwood Public Library and Mount Prospect Public Library.

We are recruiting for four positions, including the Community Engagement Librarian, Technical Services Manager, Circulation Shelver, and Circulation Clerk.

Financial Resources

The financial reports for the nine month period ending September 30th are attached.

Through September, expenditures are 94.4% of the YTD (year-to-date) budget and revenues are 130.1% of YTD budget. The net Library Fund balance was \$1,245,272.

Evanston Public Library
 FY2012 Financial Summary
 Nine Month Period ending September 30, 2012

Year to Date = 75.0%

Expenditures as a percent of budget YTD = 94.4%

Revenues as a percent of budget YTD = 130.1%

LIBRARY OPERATING BUDGET

EXPENDITURES

Division	FY2012 Budget	Budget Year to Date	Expenditures Year to Date	% of Budget Expended
Youth Services	\$800,390	\$600,293	\$604,183	75.5%
Adult Services	\$1,579,231	\$1,184,423	\$1,090,666	69.1%
Circulation	\$589,769	\$442,327	\$445,650	75.6%
Neighborhood Services	\$203,336	\$152,502	\$138,140	67.9%
Technical Services	\$473,306	\$354,980	\$341,037	72.1%
Maintenance	\$491,375	\$368,531	\$314,671	64.0%
Administration	\$512,192	\$384,144	\$357,897	69.9%
TOTALS	\$4,649,599	\$3,487,199	\$3,292,244	70.8%

REVENUES

Source	FY2012 Budget	Budget Year to Date	Net Revenue Year to Date	% Revenue Year to Date
Property Tax	\$4,253,214	\$3,189,911	\$4,253,214	100.0%
Personal Property Repl Tax	\$50,200	\$37,650	\$0	0.0%
Fines and Fees	\$150,000	\$112,500	\$112,111	74.7%
State Per Capita Grant	\$75,900	\$56,925	\$76,385	100.6%
Rental Income	\$47,325	\$35,494	\$39,893	84.3%
DVD Rental	\$28,000	\$21,000	\$25,016	89.3%
Copier Revenue	\$20,000	\$15,000	\$15,775	78.9%
Material Replacement Charges	\$12,500	\$9,375	\$8,950	71.6%
Meeting Room Rentals	\$10,000	\$7,500	\$5,305	53.1%
Non-Resident Cards	\$2,460	\$1,845	\$866	35.2%
TOTALS	\$4,649,599	\$3,487,199	\$4,537,516	97.6%

NET OPERATING SURPLUS (DEFICIT) \$1,245,272

ENDOWMENT FOR THE EVANSTON PUBLIC LIBRARY

Account	Balance as of 8/31/12	Net Additions/ Withdrawals	Investment Gain/(Loss)	Balance as of 9/30/12
Endowment Fund	\$3,287,240.69	\$0.00	\$65,379.66	\$3,352,620.35

Evanston Public Library
Expenditure Report for the FY2012 Budget
Nine Month Period ending September 30, 2012

Youth Services 4805

Account Number	Account Name	FY2012 Approved Budget	FY2012 Budget YTD	FY2012 Actual	(over)/under spent YTD
4805.61010	Regular Pay	\$308,602	\$231,452	\$209,936	\$21,516
4805.61012	Library Substitutes	\$3,500	\$2,625	\$4,336	(\$1,711)
4805.61050	Permanent Part-Time Pay	\$224,955	\$168,716	\$180,279	(\$11,562)
4805.61210	Longevity	\$10,655	\$7,991	\$6,690	\$1,302
4805.61410	Shift Differential	\$0	\$0	\$436	(\$436)
4805.61420	Annual Sick Leave Payout	\$0	\$0	\$2,239	(\$2,239)
4805.61510	Health Insurance	\$50,067	\$37,550	\$37,550	\$0
4805.61615	Life Insurance	\$102	\$77	\$77	\$0
4805.61710	IMRF Pension	\$56,591	\$42,443	\$36,176	\$6,267
4805.61725	Social Security	\$33,378	\$25,034	\$24,607	\$426
4805.61730	Medicare	\$7,806	\$5,855	\$5,755	\$100
4805.62506	Work-Study Students	\$900	\$675	\$466	\$209
4805.65100	Library Supplies	\$1,000	\$750	\$349	\$401
4805.65630	Library Books	\$73,500	\$55,125	\$66,945	(\$11,820)
4805.65635	Periodicals	\$1,000	\$750	\$0	\$750
4805.65641	Audio Visual Collections	\$15,000	\$11,250	\$18,343	(\$7,093)
4805.66025	IMRF Pension - ERI Debt Service	\$13,333	\$10,000	\$10,000	\$0
		\$800,390	\$600,292	\$604,183	(\$3,891)

Adult Services 4806

Account Number	Account Name	FY2012 Approved Budget	FY2012 Budget YTD	FY2012 Actual	(over)/under spent YTD
4806.61010	Regular Pay	\$576,849	\$432,637	\$356,274	\$76,362
4806.61012	Library Substitutes	\$6,000	\$4,500	\$383	\$4,117
4806.61050	Permanent Part-Time Pay	\$311,497	\$233,622	\$223,872	\$9,750
4806.61210	Longevity	\$13,409	\$10,057	\$9,609	\$448
4806.61410	Shift Differential	\$0	\$0	\$280	(\$280)
4806.61415	Termination Payouts	\$0	\$0	\$129	(\$129)
4806.61420	Annual Sick Leave Payout	\$0	\$0	\$4,423	(\$4,423)
4806.61510	Health Insurance	\$91,860	\$68,895	\$68,895	(\$0)
4806.61615	Life Insurance	\$48	\$36	\$36	\$0
4806.61710	IMRF Pension	\$88,758	\$66,569	\$48,473	\$18,096
4806.61725	Social Security	\$51,704	\$38,778	\$36,289	\$2,489
4806.61730	Medicare	\$12,092	\$9,069	\$8,487	\$582
4806.62220	Binding	\$600	\$450	\$0	\$450
4806.62341	Internet Solution Providers	\$115,200	\$86,400	\$86,510	(\$110)
4806.62506	Work-Study Students	\$900	\$675	\$616	\$59
4806.65100	Library Supplies	\$1,000	\$750	\$101	\$649
4806.65630	Library Books	\$237,000	\$177,750	\$190,658	(\$12,908)
4806.65635	Periodicals	\$15,000	\$11,250	\$4,048	\$7,202
4806.65641	Audio Visual Collection	\$37,900	\$28,425	\$37,021	(\$8,596)
4806.66025	IMRF Pension - ERI Debt Service	\$19,414	\$14,561	\$14,561	(\$0)
		\$1,579,231	\$1,184,423	\$1,090,666	\$93,757

Evanston Public Library
 Expenditure Report for the FY2012 Budget
 Nine Month Period ending September 30, 2012

Circulation 4820

Account Number	Account Name	FY2012 Approved Budget	FY2012 Budget YTD	FY2012 Actual	(over)/under spent YTD
4820.61010	Regular Pay	\$149,721	\$112,291	\$114,542	(\$2,251)
4820.61012	Library Substitutes	\$2,500	\$1,875	\$2,107	(\$232)
4820.61050	Permanent Part-Time Pay	\$300,742	\$225,557	\$230,478	(\$4,921)
4820.61210	Longevity	\$4,671	\$3,503	\$3,663	(\$160)
4820.61410	Shift Differential	\$0	\$0	\$457	(\$457)
4820.61510	Health Insurance	\$30,019	\$22,514	\$22,514	\$0
4820.61615	Life Insurance	\$38	\$29	\$29	(\$9)
4820.61710	IMRF Pension	\$48,848	\$36,636	\$32,305	\$4,330
4820.61725	Social Security	\$27,892	\$20,919	\$21,431	(\$512)
4820.61730	Medicare	\$6,523	\$4,892	\$5,012	(\$120)
4820.62506	Work-Study Students	\$2,700	\$2,025	\$1,934	\$91
4820.65100	Library Supplies	\$4,600	\$3,450	\$2,540	\$910
4820.66025	IMRF Pension - ERI Debt Service	\$11,516	\$8,637	\$8,637	(\$0)
		\$589,769	\$442,327	\$445,650	(\$3,323)

Neighborhood Services 4825

Account Number	Account Name	FY2012 Approved Budget	FY2012 Budget YTD	FY2012 Actual	(over)/under spent YTD
4825.61010	Regular Pay	\$70,409	\$52,807	\$50,837	\$1,970
4825.61012	Library Substitutes	\$0	\$0	\$1,615	(\$1,615)
4825.61050	Permanent Part-Time Pay	\$68,730	\$51,548	\$47,690	\$3,857
4825.61210	Longevity	\$4,076	\$3,057	\$2,617	\$440
4825.61415	Termination Payouts	\$0	\$0	\$1,287	(\$1,287)
4825.61420	Annual Sick Leave Payout	\$0	\$0	\$1,074	(\$1,074)
4825.61510	Health Insurance	\$17,819	\$13,364	\$13,364	(\$0)
4825.61615	Life Insurance	\$6	\$5	\$5	\$0
4825.61710	IMRF Pension	\$13,981	\$10,486	\$8,088	\$2,398
4825.61725	Social Security	\$8,712	\$6,534	\$6,303	\$230
4825.61730	Medicare	\$2,037	\$1,528	\$1,474	\$54
4825.62225	Building Maintenance Services	\$3,000	\$2,250	\$525	\$1,725
4825.64015	Natural Gas	\$1,000	\$750	\$513	\$237
4825.65100	Library Supplies	\$400	\$300	\$277	\$23
4825.65630	Library Books	\$7,880	\$5,910	\$0	\$5,910
4825.65635	Periodicals	\$1,000	\$750	\$6	\$744
4825.65641	Audio Visual Collection	\$1,000	\$750	\$0	\$750
4825.66025	IMRF Pension - ERI Debt Service	\$3,285	\$2,464	\$2,464	\$0
		\$203,336	\$152,502	\$138,140	\$14,362

Evanston Public Library
Expenditure Report for the FY2012 Budget
Nine Month Period ending September 30, 2012

Technical Services 4835

Account Number	Account Name	FY2012 Approved Budget	FY2012 Budget YTD	FY2012 Actual	(over)/under spent YTD
4835.61010	Regular Pay	\$168,563	\$126,422	\$123,232	\$3,190
4835.61050	Permanent Part-Time Pay	\$96,923	\$72,692	\$72,932	(\$240)
4835.61210	Longevity	\$5,577	\$4,183	\$3,967	\$216
4835.61420	Annual Sick Leave Payout	\$0	\$0	\$2,001	(\$2,001)
4835.61510	Health Insurance	\$29,200	\$21,900	\$21,900	\$0
4835.61615	Life Insurance	\$91	\$68	\$68	\$0
4835.61710	IMRF Pension	\$31,714	\$23,786	\$20,620	\$3,166
4835.61725	Social Security	\$16,402	\$12,301	\$12,259	\$42
4835.61730	Medicare	\$3,836	\$2,877	\$2,867	\$10
4835.62341	Internet Solution Providers	\$103,545	\$77,659	\$67,409	\$10,249
4835.65100	Library Supplies	\$10,000	\$7,500	\$8,189	(\$689)
4835.66025	IMRF Pension - ERI Debt Service	\$7,456	\$5,592	\$5,592	\$0
		\$473,306	\$354,980	\$341,037	\$13,942

Maintenance 4840

Account Number	Account Name	FY2012 Approved Budget	FY2012 Budget YTD	FY2012 Actual	(over)/under spent YTD
4840.61010	Regular Pay	\$167,791	\$125,843	\$126,753	(\$910)
4840.61110	Overtime Pay	\$9,000	\$6,750	\$6,231	\$519
4840.61210	Longevity	\$2,966	\$2,225	\$2,327	(\$102)
4840.61420	Annual Sick Leave Payout	\$0	\$0	\$1,067	(\$1,067)
4840.61510	Health Insurance	\$38,628	\$28,971	\$28,971	\$0
4840.61615	Life Insurance	\$42	\$32	\$32	\$0
4840.61630	Shoe Allowance	\$390	\$293	\$465	(\$173)
4840.61710	IMRF Pension	\$19,979	\$14,984	\$13,930	\$1,054
4840.61725	Social Security	\$10,717	\$8,038	\$8,166	(\$128)
4840.61730	Medicare	\$2,506	\$1,880	\$1,910	(\$30)
4840.62225	Building Maintenance Services	\$170,480	\$127,860	\$91,025	\$36,835
4840.62235	Office Equipment Maintenance	\$5,700	\$4,275	\$3,423	\$852
4840.62245	Other Equipment Maintenance	\$900	\$675	\$1,585	(\$910)
4840.62305	Vehicle Maintenance	\$2,381	\$1,786	\$1,786	(\$0)
4840.62309	Vehicle Replacement	\$1,700	\$1,275	\$1,275	(\$0)
4840.64015	Natural Gas Chargeback	\$29,000	\$21,750	\$3,439	\$18,311
4840.65040	Janitorial Supplies	\$10,700	\$8,025	\$7,261	\$764
4840.65050	Building Maintenance Materials	\$13,500	\$10,125	\$11,505	(\$1,380)
4840.65085	Minor Tools & Equipment	\$300	\$225	\$0	\$225
4840.66025	IMRF Pension - ERI Debt Service	\$4,693	\$3,520	\$3,520	\$0
		\$491,375	\$368,531	\$314,671	\$53,860

Evanston Public Library
Expenditure Report for the FY2012 Budget
Nine Month Period ending September 30, 2012

Administration 4845

Account Number	Account Name	FY2012 Approved Budget	FY2012 Budget YTD	FY2012 Actual	(over)/under spent YTD
4845.61010	Regular Pay	\$262,523	\$196,893	\$179,379	\$17,514
4845.61050	Permanent Part-Time Pay	\$74,943	\$56,207	\$57,647	(\$1,440)
4845.61210	Longevity	\$596	\$447	\$0	\$447
4845.61420	Annual Sick Leave Payout	\$0	\$0	\$1,446	(\$1,446)
4845.61510	Health Insurance	\$50,874	\$38,156	\$38,156	(\$0)
4845.61615	Life Insurance	\$125	\$94	\$94	(\$0)
4845.61625	Automobile Allowance	\$4,980	\$3,735	\$2,400	\$1,335
4845.61626	Cell Phone Allowance	\$0	\$0	\$600	(\$600)
4845.61710	IMRF Pension	\$39,553	\$29,665	\$22,059	\$7,606
4845.61725	Social Security	\$20,914	\$15,686	\$13,314	\$2,372
4845.61730	Medicare	\$4,891	\$3,668	\$3,114	\$555
4845.62210	Printing	\$1,200	\$900	\$1,303	(\$403)
4845.62275	Postage Chargeback	\$1,500	\$1,125	\$909	\$216
4845.62295	Training & Travel	\$5,000	\$3,750	\$3,361	\$389
4845.62315	Postage	\$9,100	\$6,825	\$1,406	\$5,419
4845.62360	Membership Dues	\$400	\$300	\$475	(\$175)
4845.62380	Copy Machine Charges	\$12,268	\$9,201	\$9,201	\$0
4845.62506	Work-Study Students	\$400	\$300	\$0	\$300
4845.64540	Telecom - Wireless	\$1,000	\$750	\$899	(\$149)
4845.65095	Office Supplies	\$6,000	\$4,500	\$10,343	(\$5,843)
4845.65125	Other Commodities	\$718	\$539	\$388	\$150
4845.66025	IMRF Pension - ERI Debt Service	\$9,308	\$6,981	\$6,981	(\$0)
4845.66030	Worker's Comp and Liability Insurance	\$5,898	\$4,424	\$4,424	\$0
		\$512,192	\$384,144	\$357,897	\$26,247

Evanston Public Library
The Endowment for the Evanston Public Library
Nine Month Period ending September 30, 2012

		Asset Allocation
Vanguard S&P 500 Stock Index Fund	\$963,353.03	28.7%
Vanguard Total International Stock Index Fund	\$174,399.28	5.2%
Vanguard Emerging Stock Index Fund	\$160,618.54	4.8%
Vanguard Prime Money Market Fund	\$258,791.69	7.7%
Vanguard Federal Money Market Fund	\$97,040.19	2.9%
US Treasury Notes, inflation indexed, 2.375%, 1/15/25 maturity	\$164,984.08	4.9%
US Treasury Notes, inflation indexed, 2.0%, 1/15/26 maturity	\$151,645.88	4.5%
US Treasury Notes, inflation indexed, 2.125%, 2/15/40 maturity	\$154,898.91	4.6%
US Treasury Notes, inflation indexed, 0.75%, 2/15/42 maturity	\$440,617.76	13.1%
Vanguard Short-Term Investment Grade Bond Fund	\$208,980.23	6.2%
Goldman Sachs note 5/15/17; 4.358% YTM	\$52,330.50	1.6%
Merrill Lynch note 8/28/17; 4.36% YTM	\$52,616.70	1.6%
JPMorgan Chase note 1/15/18; 4.036% YTM	\$53,728.20	1.6%
HSBC Finance note 2/15/18; 4.383% YTM	\$45,888.43	1.4%
General Electric Capital note 4/15/18; 4.51% YTM	\$12,240.70	0.4%
PIMCO Commodity Real Return Strategy Fund	\$157,942.22	4.7%
Gabelli Gold Fund	\$134,244.81	4.0%
iShares Silver Trust	\$68,299.20	2.0%
Total Balance	\$3,352,620.35	100.0%

Balance - beginning of month	\$3,287,240.69
Net Contributions/Withdrawals	\$0.00
Change in investment value	\$65,379.66
Balance - end of month	\$3,352,620.35

Endowment Principal Balance	\$1,976,264.72
Accumulated Income	\$1,376,355.63
Total Endowment Balance	\$3,352,620.35

Asset Diversification

Cash Equivalents	10.6%
US Treasuries - Inflation Protected	27.2%
Corporate Bonds	12.7%
Domestic Stocks	28.7%
International Stocks	10.0%
Commodities	10.8%
	100.0%

Change in Asset Allocation

7/23/2012 Purchased \$300,000 par value TIPS maturing in 2042
7/18/2012 Sold four \$100,000 par value TIPS maturing in 2016, 2017, 2018 and 2019.
4/11/2012 Purchased \$100,000 par value TIPS maturing 2/40
4/10/2012 Purchased \$100,000 par value TIPS maturing 2/42
4/10/2012 Purchased \$159,100 of Vanguard Emerging Markets Index Fund
4/10/2012 Sold position in S&P BRIC 40 ETF

Additions to Principal/Withdrawals from Income

Jun-12 Transfer of \$10,000 from Book Sale to establish Sharon Arceneaux Fund
Jun-12 Gifts of \$1,125 to Sharon Arceneaux Fund

Illinois State Library
APPLICATION FOR GRANTS AVAILABLE TO ILLINOIS PUBLIC LIBRARIES
Application Statement

The Library Board understands that the State Librarian is empowered to make these grants, under the law, from funds appropriated by the Illinois General Assembly and that, if the monies appropriated for these grants are not sufficient, the State Librarian shall reduce the per capita amount of the grants so that the qualifying public libraries receive the same amount of per capita. The Board further affirms that in making the application for the grant or grants, it is acting at its sole discretion and is not applying as a result of pressure or duress from any outside agency, person or persons.

In making application for a grant or grants, the Library Board agrees to expend all the funds received for the purposes outlined in the application, as approved by the Illinois State Library and defined by the Illinois Library System Act and corresponding Administrative Rules. The Library Board further affirms that all grant funds received as a result of this application shall be used for providing public library service to its community by supplementing the library's regular budget, and that it will not reduce, nor cause to have reduced, the library's levy in the current year or in the next year.

The Board further affirms that if the expenditure of the grant funds is contemplated, at any time, to be other than that stated in the grant application, that it will solicit and receive the consent of the Illinois State Library before approving such expenditures. Failure to spend funds as approved by the Illinois State Library and/or within the time frame allotted shall result in ineligibility for future grants for a period of one year. The Board further affirms that it has reviewed the Illinois library standards as most recently adopted by the Illinois Library Association during the previous twelve months, and that it has completed all requirements of this application. The Board agrees that the Illinois State Library or its designee shall have the right to examine any of the Board's records that directly relate to this grant.

The Illinois State Library is not obligated to fund grant applications that do not meet the requirements established by the Illinois State Library as indicated in the State of Illinois Administrative Code Rules, Part 3035.115 and 3035.135. This application form is made available electronically and must be submitted via email. After completing the required fields, the form must be submitted electronically to the Illinois State Library per the instructions in the Illinois Public Library Per Capita and Equalization Aid Grants application. Grant applicants may not alter the original form as issued by the Secretary of State/Illinois State Library. Grant applications not submitted on the required forms by the deadline date, or not completed, shall not be considered for funding by the Illinois State Library. The Board affirms that the information contained in this application is, to the best of its knowledge and under penalty of perjury, correct.

Pursuant to the provisions of the Illinois Compiled Statutes (ILCS), 75 ILCS 10/8 and 10/8.1, as amended, the undersigned PUBLIC LIBRARY hereby applies for the FY2013 Illinois Public Library Per Capita and Equalization Aid Grants to be used for library purposes.

Legal name of library: Evanston Public Library

*Any name changes made since October 16, 2011, due to conversion or other reasons should be reported here.

Formerly (if applicable): _____

Address: 1703 Orrington Avenue

(Street)

(Post Office Box)

Evanston

(City)

60201-3886

(Zip + Four)

**Illinois State Library
APPLICATION FOR GRANTS AVAILABLE TO
ILLINOIS PUBLIC LIBRARIES**

By checking this box, I confirm that I am authorized to submit this application on behalf of the library.

1. *Name and Title of Person preparing this application:

Paul Gottschalk _____ Administrative Services Manager _____
(Name) (Title)

Library Telephone Number: 847-448-8600 Library FAX Number: 847-866-0313

*E-mail Address: pgottschalk@cityofevanston.org
(E-mail address of person preparing the application)

Federal Tax Identification Number (FEIN#): 36-6005870

Data Universal Numbering System (DUNS#): 11-236-9814

Main Library Hours: Monday 9 am - 9 pm Tuesday 9 am - 9 pm Wednesday 9 am - 9 pm

Thursday 9 am - 9 pm Friday 9 am - 6 pm Saturday 9 am - 6 pm Sunday 12 pm - 6 pm

President, Board of Directors/Trustees Name (typed): Mr. Mrs. Ms. Benjamin Schapiro

Secretary, Board of Directors/Trustees Name (typed): Mr. Mrs. Ms. Michael Tannen

Librarian Name (typed): Mr. Mrs. Ms. Karen Danczak Lyons

**If this information changes within the next six months, please e-mail changes to jurbanek@ilsos.net.*

2. Population Served: 74,486

Has the library's legal service population changed from the previous year? Yes No

If yes, all changes in population must be documented, and that documentation must be submitted to the Illinois State Library on or before the due date. Documentation should include one of the following:

- Any U.S. Census documentation (corrections, special census, etc.) that has been filed by October 15, 2012, with the Office of Secretary of State, Index Department, or
- For population changes, annexations or disconnects that are typically not documented by the U.S. Census, the library must include appropriate and substantial documentation. Examples include, but are not limited to: documentation from appropriate municipal corporate authorities, a library district's board of trustees, referenda questions and certified results, etc.

Contact the Illinois State Library with any questions about what documentation should be included.

Please check this box to indicate the library has submitted the required documentation if applicable.

COLLABORATION AND COOPERATION

8. Describe how library staff collaborate with diverse populations within the service area in serving the community.

Over the past several years, the Library has made an extraordinary effort to better serve and collaborate with diverse populations throughout Evanston. In the past year, the Library created a new Latino Outreach Assistant position to expand service to the growing Latino population. This staff member works directly with Spanish speaking residents and Latino organizations throughout the community. The Library has increased Latino programming, Spanish language collections and signage in the Library.

A primary goal of the Library's strategic plan is to "analyze barriers to access to library services and identify non-users of library services". To achieve this goal, staff has made a concerted effort to reach out to people with low income, seniors, and residents of group homes and shelters.

LIBRARY'S PROMOTION AND PROGRAMMING

9. Identify a population(s) of the library service area that does not use the library and estimate what percentage of the total population this involves. Describe how the library plans to reach out to that population(s).

From 2000 to 2010, Evanston's Asian population increased by 40% (from 4,524 to 6,416) to 8.6% of the overall population. Staff members have noted a significant increase in the number of Chinese visitors to the Library, in particular the Children's Room. Anecdotally, staff believes many of these visitors are family members of students and faculty of Northwestern University. The Library is planning to begin producing signage and promotional materials in Chinese for these new Library users.

TRUSTEES

10. Provide the date(s) the library board reviewed the information on supplemental tax funding for Illinois public libraries. October 17, 2012

11. From the list below, please indicate any applicable supplemental tax funding the library board has pursued or intends to pursue.

- General Corporate (Library)
- Building and Maintenance
- Tort and Immunity (Insurance) Fund
- Audit
- Illinois Municipal Retirement Fund (IMRF)
- Social Security
- Medicare
- Working Cash Fund
- Special Reserve Fund
- Other _____

12. How does/would supplemental tax funding impact library services?

Any supplemental tax funding may result in a corresponding decrease in funding from property tax.

PLANNED USE OF FY2013 GRANT MONIES

13. Will the primary use of grant funds address one of the following? *Select only one*

- Provide access to information, ideas, and diverse resources whether virtual or tangible (*includes collection development and databases*)
- Develop educational activities for learning
- Encourage reading for information or enjoyment
- Lead via research, innovation, and best practices
- None of the above

14. If one of the above is selected, will grant funds primarily be used in support of: *Select only one*

- Civic Engagement (*engaging patrons for a greater community good or cause*)
- Databases
- Digitization
- Employment and Business Development (*e.g., services for job seekers*)
- Human Services (*changing conditions for individuals or families, e.g., literacy efforts*)
- Lifelong Learning (*e.g., educational programming*)
- None of the above

15. Describe how the library plans to use FY2013 grant monies in order to meet the Illinois library standards as most recently adopted by the Illinois Library Association. Use general categories in identifying actual planned expenditures. *Capital expenditures (anything attached to the building interior or exterior, including heating and air conditioning systems, is a capital expenditure) will not be an approved use of per capita funds. Inappropriate expenditures include appliances such as refrigerators, stoves, microwaves, water fountains, parking lot maintenance, etc.*

The FY2013 Per Capita Grant funds will be used for collection development enhancements consistent with the Collection Management and Resource Sharing Standards within Serving Our Public 2.0 - Standards for Illinois Public Libraries.

FY2011 Per Capita Grant funds must be obligated by June 30, 2012, and expended by August 15, 2012

EXPENDITURE OF FY2011 PER CAPITA GRANT

For libraries that received and reported the use of FY2011 Per Capita Grant funds on last year's application, proceed to page number 8.

For libraries that did not report any or all of the use of FY2011 Per Capita Grant funds on last year's application, the information below is required.

16. Total FY2011 Per Capita Grant received: \$75,971.00
 (Must be exact amount - do not round up or down)

*List expenditures by general category. Total must be equal to the FY2011 Per Capita Grant.
 Include per capita grant expenditures only – do not include the entire library budget.
 All expenditures listed here must be addressed in the budget explanation below.*

CATEGORY	FY2011 AMOUNT
Children's Materials (including electronic resources)	\$ 13,519.56
Adult Materials (including electronic resources)	\$ 62,451.44
Programs	\$ 0.00
Personnel	\$ 0.00
Continuing Education	\$ 0.00
Supplies	\$ 0.00
Equipment	\$ 0.00
Electronic Access (include computer software and hardware)	\$ 0.00
Travel	\$ 0.00
Public Relations	\$ 0.00
Telecommunications	\$ 0.00
Contractual Services (please specify)	\$ 0.00
Other (please specify)	\$ 0.00
TOTAL (must be equal to or greater than the FY2011 Per Capita Grant).....	\$ 75,971.00

If a Per Capita Grant was received in FY2011, describe how the monies were used in the library's progress towards meeting the Illinois library standards as most recently adopted by the Illinois Library Association.

All expenditures addressed here must also be represented above.

The Evanston Public Library continues to dedicate Per Capita Grant funds to enhance the development of the children's, young adult and adult collections, in a variety of formats, that are current, accessible and relevant to the community.

FY2011 Equalization Aid Grant funds must be obligated by June 30, 2012, and expended by August 15, 2012

EXPENDITURE OF FY2011 EQUALIZATION AID GRANT

For libraries that received and reported the use of FY2011 Equalization Aid Grant funds on last year's application, proceed to page 9.

For libraries that did not report any or all of the use of FY2011 Equalization Aid Grant funds on last year's application, the information below is required.

17. Total FY2011 Equalization Aid Grant received: \$ 0.00
 (Must be exact amount - do not round up or down)

List expenditures by general category. Total must be equal to the FY2011 Equalization Aid Grant.
 Include equalization aid grant expenditures only – do not include the entire library budget.
 All expenditures listed here must be addressed in the budget explanation below.

CATEGORY	FY2011 AMOUNT
Children's Materials (including electronic resources)	\$ 0.00
Adult Materials (including electronic resources)	\$ 0.00
Programs	\$ 0.00
Personnel	\$ 0.00
Continuing Education	\$ 0.00
Supplies	\$ 0.00
Equipment	\$ 0.00
Electronic Access (include computer software and hardware)	\$ 0.00
Travel	\$ 0.00
Public Relations	\$ 0.00
Telecommunications	\$ 0.00
Contractual Services (please specify) _____	\$ 0.00
Other (please specify) _____	\$ 0.00
TOTAL (must be equal to or greater than the FY2011 Equalization Aid Grant).....	\$ 0.00

If an Equalization Aid Grant was received in FY2011, describe how the monies were used in the library's progress towards meeting the Illinois library standards as most recently adopted by the Illinois Library Association.

All expenditures addressed here must also be represented above.

FY2012 Per Capita Grant funds must be obligated by June 30, 2013, and expended by August 15, 2013

EXPENDITURE OF FY2012 PER CAPITA GRANT

18. Total FY2012 Per Capita Grant received: \$76,385.39
 (Must be exact amount - do not round up or down)

*List expenditures by general category. Total must be equal to the FY2012 Per Capita Grant.
 Include per capita grant expenditures only – do not include the entire library budget.
 All expenditures listed here must be addressed in the budget explanation below.*

CATEGORY	FY2011 AMOUNT
Children’s Materials (including electronic resources)	\$ 30,544.15
Adult Materials (including electronic resources)	\$ 45,841.24
Programs	\$ 0.00
Personnel.....	\$ 0.00
Continuing Education.....	\$ 0.00
Supplies	\$ 0.00
Equipment.....	\$ 0.00
Electronic Access (include computer software and hardware).....	\$ 0.00
Travel	\$ 0.00
Public Relations	\$ 0.00
Telecommunications	\$ 0.00
Contractual Services (please specify)	\$ 0.00
Other (please specify).....	\$ 0.00
TOTAL (must be equal to or greater than the FY2012 Per Capita Grant).....	\$ 76,385.39

If a Per Capita Grant was received in FY2012, describe how the monies were used in the library's progress towards meeting the Illinois library standards as most recently adopted by the Illinois Library Association.

All expenditures addressed here must also be represented above.

The Evanston Public Library continues to dedicate Per Capita Grant funds to enhance the development of the children's, young adult and adult collections, in a variety of formats, that are current, accessible and relevant to the community.

FY2012 Equalization Aid Grant funds must be obligated by June 30, 2013, and expended by August 15, 2013

EXPENDITURE OF FY2012 EQUALIZATION AID GRANT

19. Total FY2012 Equalization Aid Grant received: \$ 0.00
 (Must be exact amount - do not round up or down)

*List expenditures by general category. Total must be equal to the FY2012 Equalization Aid Grant.
 Include equalization aid grant expenditures only – do not include the entire library budget.
 All expenditures listed here must be addressed in the budget explanation below.*

CATEGORY	FY2012 AMOUNT
Children's Materials (including electronic resources)	\$ <u>0.00</u>
Adult Materials (including electronic resources)	\$ <u>0.00</u>
Programs	\$ <u>0.00</u>
Personnel	\$ <u>0.00</u>
Continuing Education	\$ <u>0.00</u>
Supplies	\$ <u>0.00</u>
Equipment	\$ <u>0.00</u>
Electronic Access (include computer software and hardware)	\$ <u>0.00</u>
Travel	\$ <u>0.00</u>
Public Relations	\$ <u>0.00</u>
Telecommunications	\$ <u>0.00</u>
Contractual Services (please specify) _____	\$ <u>0.00</u>
Other (please specify) _____	\$ <u>0.00</u>
TOTAL (must be equal to or greater than the FY2012 Equalization Aid Grant)....	\$ <u>0.00</u>

If an Equalization Aid Grant was received in FY2012, describe how the monies were used in the library's progress towards meeting the Illinois library standards as most recently adopted by the Illinois Library Association.

All expenditures addressed here must also be represented above.

COUNTY CLERK PAGE

JESSE WHITE
SECRETARY OF STATE AND STATE LIBRARIAN
ILLINOIS STATE LIBRARY

ATTACHMENT TO BE USED BY COUNTY CLERK'S OFFICE AND SUBMITTED TO THE ILLINOIS STATE LIBRARY
ATTACH A SEPARATE FORM FOR EACH COUNTY WITHIN THE LIBRARY'S SERVICE AREA

I, David Orr, Clerk of the County of Cook,
in the State of Illinois, and keeper of the records and files of said county, do hereby certify that the assessed value of all
property as equalized by the Department of Revenue, Property Tax Administration Bureau, for tax year 2011
(most recent year)
available in City of Evanston/Evanston Public Library is:
(Library Corporate entity)

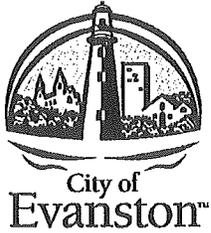
***TOTAL \$ 2,727,367,573.00**

***USE THIS FIGURE ON LINE (a) OF QUESTION 3 ON PAGE 3 OF THIS APPLICATION**

All of which appears from the records and files in my office.

The City of Evanston/Evanston Public Library tax rate for 2011 is 1.592
(Name of Library) (Tax Year) (Tax Rate)

Is this tax rate below .13% because of the Property Tax Limitation Law? Yes No



Martin Lyons
Assistant City Manager
2100 Ridge Avenue
Evanston, Illinois 60201
T 847.866.2936
TTY 847.448.8064
www.cityofevanston.org

October 4, 2012

**FY2012 BUDGET
CITY OF EVANSTON, ILLINOIS
PUBLIC LIBRARY**

I certify that the City of Evanston approved expenditure budget for FY2012 totals \$4,649,599 for the Public Library as evidenced by the attached budget summary.

Library service revenues totaling \$396,385 and general City revenue totaling \$4,253,214 are financing the total expenditure budget of \$4,649,599. None of this revenue is derived from federal revenue sharing or any other form of intergovernmental grant.

Martin Lyons, Assistant City Manager/City Treasurer

City of Evanston
Library Fund (Fund #185)

Financial Summary

	2010-11 Actual	2011 Adopted Budget	2011 Estimated Actual	2012 Adopted Budget
Revenue By Source				
Library Fines & Fees	-	-	-	150,000
Library Material Replacement	-	-	-	12,500
Copy Machine Charges	-	-	-	20,000
Meeting Room Fees	-	-	-	10,000
Non-resident Cards	-	-	-	2,460
North Branch Rental Income	-	-	-	47,325
State Per Capita Grant	-	-	-	75,900
Personal Property Replacement Tax				50,200
Video Rentals	-	-	-	28,000
Allocation from General Fund	-	-	-	4,253,214
Total Revenues	-	-	-	4,649,599
Expenditures				
Youth Services	-	-	-	800,390
Adult Services	-	-	-	1,579,231
Circulation	-	-	-	589,769
North Branch	-	-	-	203,336
Technical Services	-	-	-	473,306
Maintenance	-	-	-	491,375
Administration	-	-	-	512,192
Total Expenditures	-	-	-	4,649,599
Net Surplus (Deficit)	-	-	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	-	-	-	-

Notes for Financial Summary

- The Library Fund was created as part of the FY 2012 Budget.
- The proposed FY 2012 budget includes a new full-time Community Engagement Librarian position to develop community connections, assess library service needs throughout Evanston, and create and implement service plans throughout the community.

Description of Major Activities

The Evanston Public Library promotes the development of independent, self-confident, and literate citizens through the provision of open access to cultural, intellectual, and informational resources for all ages.

JESSE WHITE
SECRETARY OF STATE AND STATE LIBRARIAN
ILLINOIS STATE LIBRARY

SUBMIT WITH APPLICATION FOR EQUALIZATION AID
AND/OR PER CAPITA GRANT

I, David Orr Clerk of the County of Cook in the
State of Illinois, and keeper of the records and files of said county, do hereby certify that the assessed value of
all property as equalized by the Department of Revenue,
Property Tax Administration Bureau for the most recent year 2011 available in
City of Evanston/Evanston Public Library - 03-0380-000 is:
(Library Corporate entity)

Real Estate	\$ <u>2,726,486,549</u>
Pollution Control	\$ <u>0</u>
Railroad Property	\$ <u>881,024</u>
All Other	\$ <u>0</u>
TOTAL	\$ <u>2,727,367,573</u>

All of which appears from the records and files in my office.

The City of Evanston/Evanston Public Library tax rate for 2011 is 1.592.

If this tax rate was reduced from the previous year, was it because of

Property Tax Extension Limitation Law? YES NO

I HAVE HEREUNTO SET MY HAND AND
AFFIXED THE SEAL OF THE COUNTY
OF COOK, IN
THE CITY OF CHICAGO,
IN SAID COUNTY.

(County Seal)

David W. Orr
(County Clerk Signature)

07/06/12
(Date)

**CITY OF EVANSTON, ILLINOIS
LIBRARY BOARD RESOLUTION NO. 2012 R1**

**RESOLUTION OF THE BOARD OF LIBRARY TRUSTEES
OF THE CITY OF EVANSTON,
COOK COUNTY, ILLINOIS,
PROVIDING FOR THE BUDGET AND ANNUAL TAX LEVY
FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2013
AND ENDING DECEMBER 31, 2013**

WHEREAS, the City of Evanston Public Library (“Library”) is a municipal city library under the Illinois Local Library Act (75 ILCS 5/1, *et seq.*); and,

WHEREAS, the Library’s taxes shall be levied by the City of Evanston (“City”), and in general in the amounts determined by the Library Board (“Board”) and collected in like manner with other general taxes of the City and the proceeds shall be deposited in a special fund known as the Library Fund (75 ILCS 5/3-5); and,

WHEREAS, the Board is “[t]o have the exclusive control of the expenditure of all monies collected for the library and deposited to the credit of the Library Fund...” (75 ILCS 5/4-7); and,

WHEREAS, at its meeting of September 19, 2012, the City of Evanston Public Library (“Library”) approved the Library’s Budget for the period of January 1, 2013 and ending December 31, 2013; and,

WHEREAS, the Library, to the Board’s knowledge and belief, has not for many years passed or filed a Budget and Appropriation Ordinance (See 75 ILCS 5/4-10) or a Levy Ordinance (See 75 ILCS 5/3-5) in order to receive funds to operate the Library; and,

WHEREAS, for the budget year FY 2013, beginning January 1, 2013 and ending December 31, 2013, the Library’s budget has been prepared for adoption by the Board of Trustees of the Library; and,

WHEREAS, following FY 2012, the Board of Trustees of the Library intends to budget and levy in accordance with the Illinois Local Library Act (75 ILCS 5/1 *et seq.*) pertaining to municipal libraries;

WHEREAS, this levy request for operation of the Library for fiscal year 2013 is in the public interest and in the interest of the library and its patrons;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF EVANSTON PUBLIC LIBRARY, AS FOLLOWS:

Section 1. That the foregoing preambles are incorporated into this Section as though fully stated herein.

Section 2. That the following sums of money or as much thereof as may be authorized by law and the same are hereby budgeted for the purposes determined by the Library Board of Trustees hereinafter specified for fiscal year 2013:

FY2013 Adopted Budget

Expenditures

Youth Services	\$891,720
Adult Services	\$1,535,224
Neighborhood Services	\$360,757
Circulation	\$612,892
Technical Services	\$503,433
Maintenance	\$507,518
Administration	\$693,270
Total Expenditures	\$5,104,814

Revenues	
Fines and Fees	\$185,000
Rental Income	\$59,660
Copier/Printing Charges	\$20,000
Material Replacement Charges	\$12,500
Meeting Room Fees	\$10,000
Non-Resident Fee Cards	\$1,690
State Per Capita Grant	\$76,300
Property Replacement Tax	\$50,200
Development Income	\$245,000
Endowment Income Transfer	\$131,250
Book Sales	\$60,000
Property Tax Levy	\$4,253,214
Total Revenue	\$5,104,814

Section 3. To the extent any motion, resolution, or ordinance previously adopted by the Library Board of Trustees is inconsistent with this Resolution, it is hereby repealed.

Section 4. That the meeting at which this Resolution was approved was in all things conducted in strict compliance with the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.*

Section 5. That if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not effect, impair or invalidate the remaining provisions of this Resolution and the remaining provisions of the Resolution shall be interpreted as if the offending Section or clause never existed.

Section 6. That this Resolution shall become effective from and after its passage.

Section 7. That the unexpended balance of any item or items of said budget as set forth in this Resolution may be expended in making up any deficiency in any other item or items in the same general budget by this Resolution.

Section 8. The Board does hereby state and declare that the financial needs of the Library to be satisfied from ad valorem property tax receipts, in addition to the amount received from other sources, is \$4,253,214 for the fiscal year January 1, 2013 to December 31, 2013. Any unused portions on December 31, 2013 may be accumulated and set apart as and for a Special Reserve Fund (75 ILCS 5/5-8).

PASSED and ADOPTED on this 15th day of October, 2012.

ROLL CALL VOTE	AYES	NAYS:
Allen	___	___
de los Reyes	___	___
Foreman	___	___
Lurie	___	___
Newman	___	___
Schapiro	___	___
Siegel	___	___
Smith	___	___
Tannen	___	___

ABSENT OR
NOT VOTING:

Certified:

Attest:

Benjamin Schapiro
President, Board of Library Trustees

Michael Tannen
Secretary, Board of Library Trustees

**Evanston Public Library
Statistical Report
August 2012**

	This Month	Same Month Last Yr	% Change	FYTD 2012	FYTD 2011	% Change
PROGRAMMING						
Main Library						
Children's Programs	42	42	0%	414	316	31%
Children's Attendance	912	838	9%	9407	6451	46%
Teen Programs	19	6	217%	147	99	48%
Teen Attendance	50	47	6%	1237	1470	-16%
Adult Programs	54	56	-4%	529	368	44%
Adult Attendance	535	281	90%	4900	3163	55%
Main Total Programs	115	104	11%	1090	783	39%
Main Total Attendance	1497	1166	28%	15544	11084	40%
North Branch						
Children's Programs	9	6	50%	94	94	0%
Children's Attendance	94	123	-24%	1152	1155	0%
Adult Programs	7	5	40%	42	24	75%
Adult Attendance	82	59	39%	477	259	84%
North Branch Total Programs	16	11	45%	136	118	15%
North Branch Total Attendance	176	182	-3%	1629	1414	15%
Outreach						
Children's Programs	12	13	-8%	192	179	7%
Children's Attendance	228	375	-39%	9419	8955	5%
Adult/Teen Programs	12	1	1100%	43	53	-19%
Adult/Teen Attendance	291	75	288%	1950	1133	72%
Outreach Total Programs	24	14	71%	235	232	1%
Outreach Total Attendance	519	450	15%	11369	10088	13%
CIRCULATION MATERIALS						
Main Library						
Adult	38,662	37,895	2%	362,531	367,892	-1%
Juvenile	30,699	25,449	21%	295,697	246,380	20%
Main Library Total	69,361	63,344	9%	658,228	614,272	7%
North Branch						
Adult	3,083	3,251	-5%	29,736	31,045	-4%
Juvenile	3,073	2,149	43%	29,644	24,479	21%
North Branch Total	6,156	5,400	14%	59,380	55,524	7%
South Branch						
South Branch Total	-	-	#DIV/0!	-	-	#DIV/0!
eBooks Total	3,021	1,504	101%	24,467	11,207	118%
Total Circulation	78,538	70,248	12%	742,075	681,003	9%

**Evanston Public Library
Statistical Report
August 2012**

	This Month	Same Month Last Yr	% Change	FYTD 2012	FYTD 2011	% Change
Library Visits						
Main	42,561	45,618	-7%	430,881	396,839	9%
North Branch	5,485	5,798	-5%	51,583	49,038	5%
South Branch	-	-	#DIV/0!	-	8,010	-100%
Library Visits Total	48,046	51,416	-7%	482,464	453,887	6%

EVANSTON PUBLIC LIBRARY
SUMMER READING GAME REPORT

Summer 2012

Location	Total Registered	Active Players	Visits	Book Awarded
Main Library	2369	1767	5098	1173
North Branch	560	432	1224	318
Mighty Twig	261	147	290	81
Summer Reading Stop	26	13	132	6
Robert Crown	202	82	137	15
Fleetwood Jourdain	80	30	46	11
OVERALL TOTAL	3498	2471	6927	1604

Analysis

71% registrants played

65% active participants finished the program

Summer Reading Stop Report

Summer 2012

	June & July 2012	June & July 2011	% Change
Door Count	756	868	-13%
Computer Sign Up	136	80	70%
Books Lent	232	478	-51%
Library Cards Issued	0	4	-100%
Programming	316	258	22%

Illinois workNet Center (Evanston Public Library): Activity Report for September 2012

Types of Referrals, Service and Assistance in Center (Walk-ins & people marked down when filling out daily sign-in sheet)	Number of People
Monthly Resource Center Usage	450
Monthly FREE Basic Computer Workshop Attendance (Every Tues from 2-5pm)	31
Internet Access for Email	127
Job Search Inquiry: Job Board outside Resource Room	30
Resume Critiques/ Appts and non scheduled (walk-ins)	23
Resume & Cover Letter Creation: Winway Resume Software, Adjust Existing Resume	34
Where to apply for Unemployment (Gave 800#, website of locations and How to apply online)	4
One-On-One Assistance for Career Change/Research	15
One-On-One Assistance for Online Applications	97
Interview Techniques Help (Referred them to the Power Employment workshop or an appt)	6
Sign Up and inquiry for FREE Basic Computer classes in person, phone, & email	34
IllinoisworkNet Center Tours	0
Mavis Beacon Typing Tutorial and MSN 2003 Tutorials	0
Appt with Clients = 1 Age Options subsidized employment staff person = 13.0 hours a week (Walk-ins & Appts)	0
Appts with Clients= Lugenia Crusoe = 20.0 hours a week (Walk-ins & Appts)	9
Inquiry about Partners (CEDA, LIFT, EPL)	5
Appts with Assigned WIA Career Advisor per WIA Career Advisor –Matthew Daigler / Jaclyn Hefling	25
WIA Program, Services and Orientation inquiry	10
Partner Agency Activities- Disability Works- Individual Appointments-Walk-In (None scheduled)	0
Other Events Occurring at the Evanston Public Library:	
WIA Orientations at EPL=September 25, 2012	26
Power Employment Workshops at EPL	1
Evanston Partners Meeting (Meeting took place at YJC)	0
Partner Agency Activities Using the Resource Center & Computers- CEDA Self Employment Training Program- (Closed to the public. Participants were approved at the beginning in July 2011.) Days: Tues & Thurs, Time: 6-8pm, Participants on average per session. (Dates for Nov: 1 st , 3 rd , 8 th , 10 th , 15 th , 17 th , 22 nd , 29 th).	0

EVANSTON ROUND TABLE

WE COVER WHAT MATTERS...EVANSTON

VOLUME XV NUMBER 20

SEPTEMBER 27, 2012

aRound Town

www.evanstonroundtable.com

Celebrating Evanston's history.

At present only one among the statues there is in memory of a woman. Where is this Evanston legend so honored? To find the answer click on Ms. Willard's photo at www.evanstonroundtable.com. Look for an Evanston question in each issue of the *RoundTable* and look for our magnificent celebration of the sesquicentennial.

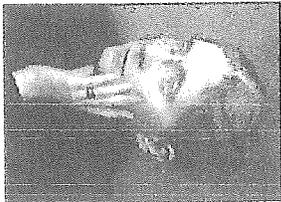


Photo courtesy of Francis Willard House

The Mayor will host a community meeting seeking solutions addressing violence in Evanston at 7 p.m. on Oct. 2 at Fleetwood-Jourdain Community Center.

The community mourns the shocking death of Dajae Coleman. See page 3.

Library Budget Shows No Increase in Taxes

BY MARY HELT GAVIN

In its year of transition to autonomy as a body that can determine its own budget and direct City Council to levy taxes called for in the budget, the Library Board of Trustees has approved its budget for next year, one that shows no additional cost to the taxpayers of Evanston.

Before the Board members began deliberations on the 2013 budget at their Sept. 19 meeting – in particular on whether to take over the operations of The Mighty Twig – Library Director Karen Danczak Lyons said a budget should have “a review of the proposed expenses, a review of the anticipated revenues but, most importantly, it should be an expression of priorities for the coming year.”

The \$5.1 million budget approved by the board on Sept. 19 shows revenues and expenses increasing by 4 percent over last year's budget. Expenditures for youth services increased by 6.5 percent, while adult services decreased by nearly 10 percent. The largest increase is 27 percent in administrative costs. Revenues from fines and fees are anticipated to increase by 23 percent – from \$150,000 to \$185,000 – despite the fact that the Library has eliminated video rental fees. Income expected from rentals of the Community Room remains the same as last year, said Ms. Lyons, mainly because the room is rented out as much as possible.

Income from private sources is expected to increase: The Fund for Excellence anticipates revenues of about \$100,000 – about one-third more than last year. Monies in the Fund for Excellence

Former Twig Site to Be Temporary Home Of New Library Branch

BY MARY HELT GAVIN



RoundTable photo

Library Board of Trustees and administrators looking to expand outreach services to more of the Evanston community have decided on 900 Chicago Ave., at least until 2014. The site is home to the Mighty Twig, a privately funded, free lending library and drop-in center located kitty-corner from the site of the South Branch Library, which closed nearly two years ago.

The Mighty Twig is well staffed by volunteers, its president, Marcia Mahoney, told members of the Library Board at their

Please see page 24

Please see page 24

Library Budget, No Tax Increase, CONTINUED FROM PAGE 1

generally are used to purchase books, periodicals and the like, Ms. Lyons said.

In addition, Board members said they felt confident that the Library could raise an additional \$145,000 to fund operations at a library branch at 900 Chicago Ave., the site of the Mighty Twig.

Both Ms. Lyons and the Board members were precise about the fact that this budget shows no increase in the property tax revenues to be levied by the Library.

"People are expecting a raise in property taxes, but I don't think it's the right

thing to do, the strategic thing to do or the politically expedient thing to do," said Ms. Lyons.

"We have made a conscious choice to have a flat budget," said Board member Michael Tannen.

The eight members of the Board present at the Sept. 19 meeting – Diane Allen, Sergio de los Reyes, Tori Foreman, Margaret Lurie, Susan Newman, Benjamin Schapiro (president), Leora Siegel and Mr. Tannen – approved the budget unanimously.

Twig Site for Library Branch, CONTINUED FROM PAGE 1

Sept. 18 meeting. On the management level, however, even people who work full-time are not getting paid. The model, which worked for two years as an "experiment," she said, is no longer sustainable. If the Evanston Public Library wished to take over the site, the Twig would give the landlord a two-month notice, so library operations could begin as early as January.

The eight members of the Library Board voted unanimously to "take over" the Twig site and establish the Chicago/Main Library there. Most expressed confidence that the \$145,000 needed to operate the library there could be raised privately from loyal donors. Ms. Mahoney said the Evanston Public Library Friends, which has raised funds for the Twig, would help raise money for the Library for that purpose. Half of the funds – just under \$75,000 – must be raised before the year's end, and the Library must have a favorable lease for the space in order for the transition to work.

No new staff would be hired to operate the Chicago/Main Library, said Library director Karen Danczak Lyons. "We have many staff who are part-time. We would offer the part-time employees eight hours of extra work, much like we offered at the pop-up branch [in Evanston Plaza, Dempster Street at Dodge Avenue] this summer."

In response to a question from Board member Diane Allen about the feasibility of the Twig's continued operations, Ms. Mahoney said, "We have several people working full-time without pay, and we believe it's the Library's responsibility to provide Library services throughout Evanston. We don't want to run a shadow library system."

"The Twig has its own kind of feel," Board member Tori Freeman asked Ms. Mahoney. "How will people feel if we come in and institute fines and fees?"

Ms. Mahoney responded that she thought the Library staff and administration would be able "to take the best of the Evanston Public Library and the Twig ... I have confidence that smart, caring people can make the transition."

Board member Susan Newman said,

"The plan is ambitious, but I think it's brave. I think it's the right move. It doesn't satisfy the world, but it makes sense that we pursue it."

"The Friends have been very successful," said Board member Leora Siegel. "This is a wonderful opportunity. Everything is aligned for us to embrace [the Chicago/Main Library]. This is a golden moment and we have to take advantage of it."

Board member Margaret Lurie said she was "very optimistic that we can raise the money to keep Chicago/Main going." She recalled that previously there was "acrimony over neighborhood services ... and now we are looking at a South Branch Library."

Sergio de los Reyes said, "This may or may not be the best place to be in the long-term." In the short-term, he said, he would approve the move.

Board president Ben Schapiro said that, while the Board's new strategic plan points at outreach, the form of that outreach has not been determined. "We have to be careful about setting precedents [about location of neighborhood services]. This [the Chicago/Main Library] is a good way to fill [2013] – a good stopgap."

Ms. Lyons also said that the Chicago/Main Library would be in that location for 2013. Whether it would remain there, whether there would be a west-side branch and how neighborhood services would be expanded to serve the community as widely as possible would be determined by the Board in the coming months she said. A wild card, she added, is the new Robert Crown Center. The City has received responses to its RFP to build a community center, with ice rinks, in roughly the same location at Main Street and Dodge Avenue. The plans include 5,000 square feet for a library.

Another west side location is in the Dempster/Dodge area, the site for the past three summers of a "pop-up" branch, Ms. Lyons said. Until the Library Board members and administrators determine additional forms and locations of neighborhood services, there will be a branch library at Main Street and Chicago Avenue.

We cover what matters...EVANSTON

EVANSTON PUBLIC LIBRARY

Three Authors to Visit EPL

BY LESLEY WILLIAMS, HEAD OF ADULT SERVICES, EVANSTON PUBLIC LIBRARY

October is the time to meet a famous author at the Evanston Public Library.

Three widely acclaimed, culturally provocative writers will be discussing and signing their work and greeting fans at EPL.

On Oct. 2, 7-9 p.m. in the Community Room of the Main Library, 1703 Orrington Ave., young adult (YA) novelist Maggie Stiefvater, author of such genre-bending works as "The Books of Faerie," will talk. Throughout her works, Ms. Stiefvater blends fantasy, Celtic myth and romance to create vibrant worlds and characters.

At her EPL appearance, the author will talk about writing, introduce her new book, "The Raven," answer questions and sign books.

A very different writer will appear at 4 p.m. on Oct. 3 in the Main Library Community Meeting Room. Feminist social critic Naomi Wolf will discuss and sign her latest work, "Vagina: A New Biography."

Ms. Wolf is the author of eight books. In 1990 she jump-started the "third wave" feminist movement with "The Beauty Myth," which was named one of the 70 most influential books of the 20th century by The New York Times. In her latest work, "Vagina a History," Ms. Wolf states

that the way a culture views and treats the vagina demonstrates how much respect the society has for all women.

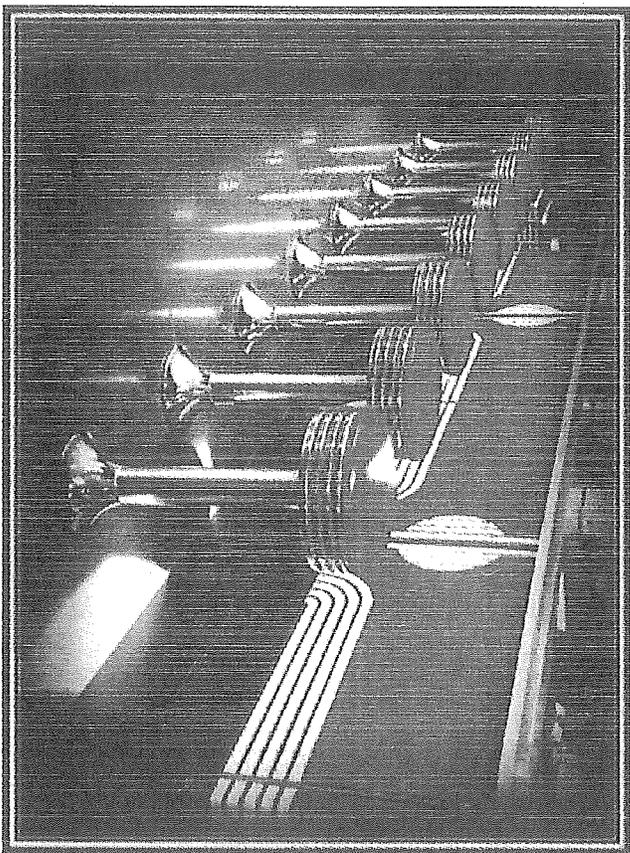
The third October author is Cory Doctorow, a science fiction writer, blogger, and digital rights activist. His award-winning adult and YA novels have been translated into dozens of languages. Reviewers note that Mr. Doctorow has "appeared at the vanguard of a trend within science fiction that's so bleeding-edge it doesn't even have a stupid nickname yet."

At 7 p.m. on Oct. 11 at the Main Library, he will be reading from his latest novel, "Pirate Cinema," a dystopian sci-fi thriller, taking questions and signing books.

Authors who present startling new ideas, as these three do, are often banned or challenged for their politics, descriptions of sexuality or perceived lack of patriotism. In October EPL welcomes them and features "Books on the Chopping Block," a Banned Books program.

At 3 p.m. on Oct. 6 at Fleetwood-Jourdain, 1655 Foster St., City Lit Theater will present a series of dramatic readings from the top 10 most frequently challenged or banned books of 2011. Among the works is "The Hunger Games" trilogy by Suzanne Collins. Discussion will follow.

RoundTable Artist's Weekend Features Florene Darrell



The next *RoundTable* Artist's Weekend at the Frame Warehouse, 606 Dempster St., will feature the photographs of Florene Darrell. Ms. Darrell says of her work, "My love of photography began with a 35mm Leica film camera and a darkroom that without complete darkness there could be no results. Today, the interest continues

There will be an opening reception from 7 to 9 p.m. Oct. 5. Light refreshments will be served. The exhibit will be on display Oct. 3-17.

but the camera is digital, and the darkroom is my computer and software programs that make daylight manipulations and printing the norm. This collection of images represent people, places and things which have inspired and excited me as a photographer. If the result invokes the curiosity of the viewer, I consider it a success."

Letters, Opinion

Library's Budget Reflects Its Mission

At its Sept. 19 meeting, the Library Board approved a budget that makes clear its mission and results in no increase in the City's portion of the property tax bill for Library expenses.

**A Guest Essay By
Karen Dancazak Lyons,
Library Director**

It is important to note that the proposed 2013 budget does not include any increase in the property tax levy. Rather we rely upon fines, fees, fund-raising and grants to support our budget proposal.

Our transition will continue in 2013. We will spend time gathering community input, continuing to analyze data, and reviewing the outcomes of our programs and services. We will work to identify cost centers (physical locations or program services provided) and report on our progress through the year. Quantifying results will also be a priority.

Identification of barriers to service and opportunities for partnering with other agencies (such as providing library service at the renovated Robert

Crown Center) will inform our recommendations. Partnerships will continue to be an important part of our service delivery but we must put structure around these arrangements – not only articulating the service we will provide but stating what we will require from our partners – including measuring impact upon participants.

In preparation for the 2014 budget we hope to define an "arc of services" that identifies areas in the community to be considered for either maintaining existing library locations or creating additional library learning spaces. Investments in spaces will be considered in relationship to intended impact, anticipated results and populations served. As plans for a renovated Robert Crown Center proceed, I have confirmed that 5,000 square feet for the public library is still in the proposal at this time. This location must be part of any discussion. The Robert Crown Center is located at Main and Dodge.

Any spaces identified will be placed in a context of access to services through partner organizations and supplemented by alternative suggestions to access such as vending machines or book mobile service. I believe that any budget discussion

should contain three important parts: a review of proposed expenditures, a review of anticipated revenues, and an expression of priorities for the coming year.

We are at an important point in our transition to a new service model – and not only because of our transition to an independently governed public library which will be in compliance with Illinois Library Law. With our 2013 budget we have the opportunity to affirm our commitment to serving the citizens of Evanston through strategic, innovative and thoughtful service – expanding our role well beyond supplying books, materials and programs – taking another step towards establishing the Evanston Public Library as the important third place in the community.

Our proposed 2013 budget incorporates challenges and risks:

- By relying upon the generosity of our citizens, community leaders and philanthropists for support, we are asking Evanston residents to join together in support of providing free public library service for all
- By linking our ability to support neighborhood services to grant writing and

donations, we will need the entire City of Evanston to confirm that high-quality library service is a cornerstone of the community as we celebrate our 150th year

This proposal is in response to an underlying sense of urgency. With each day we have an opportunity to support the educational needs of our youngest patrons, an opportunity to welcome new immigrants, and an opportunity to create communities of interest for adults and seniors.

I believe that each child is precious, every neighbor is important and all of Evanston deserves innovative, creative and compelling library services.

Ambitious plans can yield great rewards. I believe that with this budget proposal we are taking an important step forward and continuing our transition as we redefine library service in Evanston – a definition that continues to include access to information through books, materials and databases, builds upon the excellent and thought-provoking programs produced by our exceptional staff, strengthens partnerships through

September 2012 Media Monitoring Report*
Evanston Public Library
Marianthi Thanopoulos

EPL and The Twig

Chicago Tribune

“Evanston Considering Library”

<http://www.chicagotribune.com/news/local/suburbs/evanston/ct-tl-evanston-considering-library-20120919,0,3275419.story>

The Daily Northwestern

“Evanston Public Library to Operate Volunteer Run Twig”

<http://dailynorthwestern.com/2012/09/24/city/evanston-public-library-to-operate-volunteer-run-twig/>

Author Reading

Chicago Sun-Times

Steve Erickson, Author Reading

<http://www.suntimes.com/entertainment/books/15134470-421/literary-listings.html>

Tech Tips Workshop at North Branch

Evanston Review

“Judy’s Top Five”

<http://evanston.suntimes.com/opinions/brinkworth/15374119-452/judys-top-five.html>

Performances

Evanston Now

“Summer Music Program Wraps Up Third Season”

<http://evanstonnow.com/story/education/evanston-now/2012-09-04/51797/summer-music-program-wraps-up-third-season>

Evanston Review

“Evanston’s Next Theatre Company Opens Fall Season”

<http://evanston.suntimes.com/news/community/14950924-418/evanstons-next-theatre-company-opens-fall-season.html>

Film Screenings

Evanston Review

“Evanston Public Library to Host Movie After Hours”

<http://evanston.suntimes.com/news/community/14950969-418/evanston-public-library-to-host-movie-after-hours.html>

Foundation65 Literacy Efforts

Evanston Now

“Foundation Makes \$180K in Grants to D65”

<http://evanstonnow.com/story/education/evanston-now/2012-09-05/51886/foundation-makes-180k-in-grants-to-d65>

Parent/Child Workshops

Evanston Review

“Parent/Child Workshops Begin at Evanston Public Library”

<http://evanston.suntimes.com/news/community/14950951-418/parentchild-workshops-begin-at-evanston-public-library.html>

Finance Week Highlights

Evanston Patch

“Focus: Personal Finances: Sept. 22-27”

<http://evanston.patch.com/articles/focus-personal-finances-september-22-27>

Children’s Book Review

The Naptime Nook (Blog)

“Evanston Public Library Spotlight: Rah Rah Radishes!”

<http://thenaptimenook.com/2012/09/07/evanston-public-library-spotlight-rah-rah-radishes/>

New Releases

Evanston Patch

“Where to Find Harry Potter J.K. Rowling’s New Book in Evanston

<http://evanston.patch.com/articles/where-to-find-harry-potter-author-j-k-rowling-s-new-book-in-evanston>

** Additional print articles and news mentions attached*