



MEETING MINUTES
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES
Wednesday, January 15, 2020
6:00 P.M.
Main Library, Community Meeting Room

Members Present: Adam Goodman, Rachel Hayman, Denia Hester, Shawn Iles, Margaret Lurie, Vaishali Patel, Benjamin Schapiro, and Terry Soto.

Members Absent: Ruth Hays

Staff: Karen Danczak Lyons, Teri Campbell, Jill Skwerski, Kim Hegelund, Miguel Ruiz, Wynn Shawver, and John Devaney.

Presiding Member: Shawn Iles, President

Call to order/Declaration of Quorum- President Iles called the meeting to order when a quorum of Trustees was achieved at 6:32 pm.

Citizen Comment: No comments.

Consent Agenda:

- A. Approval of the Bills and Payroll and Minutes of the August 21, 2019 Board Meeting-** Trustee Schapiro moved to approve the Bills and Payroll and Minutes of the August meeting. Trustee Hayman seconded, and it was approved by voice vote.

Information/Communications:

- A. John Devaney updated the Board about the Robert Crown Community Center (RCCC) construction. The ice rinks held a soft opening Saturday, January 11th. The City of Evanston granted RCCC a Temporary Certificate of Occupancy while construction continues throughout the building. RCCC construction costs remain on budget. Director Danczak-Lyons announced that there will be a variety of welcoming opportunities including an Opening Ceremony & Invocation on March 14th.

Equity, Diversity and Inclusion:

- A. Teri Campbell informed the Board that staff are reading the Foundations Module of Project READY with the goal of providing consistent learning opportunities and standard language with regard to matters of racial equity. Staff have access to internal discussion sessions to share insights. Trustees Hayman and Soto recommended and praised the curriculum.
- B. Campbell shared that the Racial Equity Task Force (community advisory group) made recommendations regarding EPL presence in the 5th ward and introducing/welcoming the Latinx community to the library, and provided input on the organization's equity statement for consideration.

Library Director's Report (Distributed in Advanced):

- A. Director Karen Danczak-Lyons updated the Board on searching for a future branch location to serve south Evanston in place of the Chicago Avenue-Main Street, including several sites suggested by COE.

Staff Report:

A. Administrative Services:

Campbell informed the board of hiring activity. EPL is welcoming back Miguel Ruiz as the RCCC Branch Manager, and it is extending offers on 5 other RCCC positions, plus 2 internships for ETHS students. Finances for 2019 are still being finalized, and are estimated to meet projection: revenue at 96% and expenditures at 91%.

Board Report/Development:

- A. Shawver reported that Development met goals in every area, with revenue up from last year. Trustee Patel provided an update regarding recent Friends of EPL meetings (along with Iles), stating that the group has been re-energized.
- B. Danczak-Lyons invited anyone to attend the annual Illinois Library Association Legislative Meet-Up on February, 17th, and the Evanston Community Foundation workshops (see memo in agenda packet). Trustee Hayman recommended the ECF workshops on May 18th and April 1st as relevant to the Board, and she reminded the board of their retreat on February 12th.

Unfinished Business: None

New Business:

- A. Devaney recommended approval of a Janitorial Agreement with Total Building Service. TBS is one of 3 qualified bidders for this work. TBS is the same vendor that the Main Branch has had since 2009. TBS is a Woman-Owned Business Enterprise (WBE) and complies with the City of Evanston minority goals. The bid is higher this year because of prevailing wage increases.
 - a. Trustee Schapiro moved to approve the Janitorial Agreement with TBS for FY2020 (\$112,680), FY2021 (\$121,740), and FY2022 (\$126,240). Trustee Lurie seconded the motion, and it was approved unanimously by roll call vote.

Executive Session:

Trustee Iles calls to move into executive session at 7:11pm, seconded by Trustee Schapiro. Trustee Schapiro calls to move out of executive session at 8:22pm, seconded by Trustee Patel.

Adjournment:

The motion to adjourn was made by Trustee Patel and seconded by Trustee Lurie. Meeting adjourned at 8:22 pm.

Respectfully submitted by Teri Campbell