



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

Wednesday, April 15, 2020

6:30 P.M.

Remote Board Meeting

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

Members Absent: None

Staff Present: Jan Bojda, Teri Campbell, John Devaney, Kim Hegelund, Connie Heneghan, Tim Longo, Heather Norborg, Jill Schacter, Wynn Shawver, and Jill Skwerski.

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 6:33 pm.

Citizen Comment: None

Consent Agenda:

- A. Approval of the Bills and Payroll and Minutes of the March 18, 2020 Board Meeting-** Trustee Schapiro made the motion, Trustee Lurie seconded, and it was approved by voice vote.

Information/Communications: Together, We are the Library

- A. Elimination of Overdue Fines:** Interim Director Longo presented to the Board for discussion the elimination of overdue fines emphasizing the barrier to service it creates. Trustees debated the inequity fines represent, the possible return of lost materials and how this will affect the organization's fiscal standing in the future.

Equity, Diversity and Inclusion:

- A. Joint Task Force:** Assistant Director Campbell provided an update regarding how the joint task force continues its work virtually. The final equity statement is included later on the agenda for Board approval. The internal Equity, Diversity and Inclusion committee now offers virtual weekly continuing education racial equity workshops to replace the monthly workshops, and is vetting other training opportunities. The external Racial Equity Task Force provides input and feedback concerning the reach and effectiveness of the new service models, and EPL communication efforts.

Library Director's Report (Distributed in Advanced):

Interim Director Longo shared with the Board what steps the library has taken since closing on March 14th. Many programs continue by virtual meetings for patrons to participate or view. An eCard option was created and promoted for Evanston patrons that did not have a library card; 510 eCards were created as of 4/15. While the doors of the library are closed, the library is open. Staff are answering phone calls, instant messaging and emails to assist patrons with resources and questions seven days a week. Library staff are working on provision of services and programs the community requests such as: unemployment assistance, ACA healthcare navigator, virtual classes, storytime and book discussion, assistance with virtual platforms for online schooling, and technology education. Staff partner with area schools and organizations to offer assistance in developing virtual programming.

Staff Reports:

- A. Administrative Services:** Assistant Director Campbell congratulated Carmen Francellno on her new position as a full-time library assistant in Early Learning and Literacy from Access Services. All other hiring has been stalled because of the citywide hiring freeze. The financial report included in the board packet shows revenue has reached 1% of budget projection and expenditures approach 21%. However, the first installment property tax payment has been received and will post shortly. The capital fund expenditure reached 25% of budget.

Board Reports: None

Board Development: None

Unfinished Business:

- A. Draft Equity Statement:** The Board unanimously approved the Equity Statement upon motion by Trustee Hayman and second by Trustee Hester.
- B. Strategic Plan Consultant Agreement:** Trustee Schapiro made a motion to table approval of the Strategic Plan consultant agreement given concerns regarding the need to reduce spending. Trustee Lurie seconded and the motion passed.

New Business:

- A. Appointment of nomination committee:** Trustees Goodman, Hayman and Hester volunteered for the nominating committee.
- B. Approval in the Change of the Non-Resident Fee Card:** Trustee Hayman moved to approve the non-residential fee card to \$218 effective May 1st, 2020. Trustee Patel seconded and this was approved by the Board.

Adjournment:

The motion to adjourn was made by Trustee Schapiro and seconded by Trustee Hays. The meeting adjourned at 8:30 pm.

Respectfully submitted by Kim Hegelund