

HIGHLAND PARK PUBLIC LIBRARY  
Board of Trustees Meeting  
January 9, 2018

CALL TO ORDER

President Basofin, presiding, called the meeting to order at 7:00 p.m.

ATTENDANCE

**Members Present:** Jerry Aufox, Rich Basofin, Rich Coplan, Donna Fletcher, Lela Hersh, Joel Hurwitz, Marty Kinczel, Laura Knapp, Barbara Mazur

**Members Absent:** None

**Others Present:** Jane Conway, Cindy Feng, Adam Kramer, Mike Pickard, Pamela Siegel

APPROVAL OF MINUTES

**Mr. Aufox moved and Ms. Hersh seconded a motion to approve the December 14, 2017 minutes, the December 2017 Bill List, and the December 2017 Financial Reports on the consent agenda. The motion passed unanimously.**

Ayes: Aufox, Basofin, Coplan, Fletcher, Hersh, Hurwitz, Kinczel, Knapp, Mazur

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

None

REPORT OF THE PRESIDENT

President Basofin's report included the following:

- He recognized Pamela Siegel, Business Manager, with a certificate and gift card for 10 years of service.
- He recapped last night's Council meeting at which time prioritization of capital projects, including the potential library expansion, were discussed. The Council unanimously agreed that a new Ravinia Fire Station that will better accommodate equipment is the are number one priority. The City may hire a consultant to conduct a library parking lot usage and traffic study.
- If the library expansion is delayed, Ms. Conway recommended revisiting a previous plan of moving the Film and Music collection into the Adult Services Room to allow for expansion of the Youth Services Department.
- He reviewed the 2018 library committee appointments and announced that the Services & Equipment Committee will be combined with the Building & Grounds Committee.
- The Community Relations & Development Committee will meet next week to discuss fundraising and foundations.
- Ms. Knapp asked about the future of the dashboard. President Basofin suggested discontinuing since all the information is in the financial reports. Board members agreed to reduce the dashboard to a quarterly report. Ms. Knapp requested a more detailed discussion of finances at future Board meetings.

## REPORT OF THE EXECUTIVE DIRECTOR

Ms. Conway's report included the following: \$13,952 from 26 donors. This year as of 1/9, we collected \$19,6

- 2017 contributions to the Friends were higher than in 2016. \$19,634.00 has been raised to date. has been received to date 3,952
- Saturday's iRead kick-off event for the District 112 Foundation was very successful.
- The Library received an \$8,900.00 rebate check from ComEd for LED upgrades.
- Staff member Stephanie Sedik wrote a nice thank you note to the Board regarding salary increases.
- Members of the Library's winning robotics team were recognized by the National Space Society with a congratulatory letter, special space mouse pad, and a complimentary one-year subscription to the Society's magazine *Ad Astra*.
- The Joksimovic Foundation will sponsor the Meet the Author spring series.
- Digitization of early Highland Park High School yearbooks, funded by the Friends, is complete.
- The new Library website, funded by the Friends, was launched last week.

## OTHER COMMITTEE AND LIAISON REPORTS

None.

## OLD AND NEW BUSINESS

The Library's current strategic plan expires at the end of 2018. The Board discussed a process for developing a new 3-year plan. Mr. Aufox suggested that the Board first request clearer direction from the City on the timing of a library expansion, as that information will guide future planning. The Board directed Ms. Conway to solicit proposals from consultants who specialize in strategic planning, conducting community surveys, and facilitating community discussions.

## ADJOURNMENT

Ms. Hersh moved and Ms. Knapp seconded a motion to adjourn the meeting at 8:08 p.m. President Basofin, presiding, adjourned the meeting at 8:08 p.m.

Submitted by: Pamela Siegel