

HIGHLAND PARK PUBLIC LIBRARY
Board of Trustees Meeting
July 10, 2018

CALL TO ORDER

President Basofin, presiding, called the meeting to order at 7:01 p.m.

ATTENDANCE

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

Members Absent: None

Others Present: Linda Center, Jane Conway, Dan Kaufman, Mike Pickard, Pamela Siegel, Beatrice Tier

APPROVAL OF MINUTES

Mr. Kinczel moved and Mr. Hurwitz seconded a motion to approve the June 12, 2018 minutes, the June 12, 2018 Bill List, and the June 2018 Financial Reports on the consent agenda. The motion passed unanimously.

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

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

Beatrice Tier and Linda Center read a statement regarding the library's proposed expansion and parking lot. They are in full support of both the modest interior renovation of the Library as well as an expansion but are against the construction of a new parking lot. The Board thanked them for their comments.

REPORT OF THE PRESIDENT

President Basofin's report included the following:

- The strategic planning consultant is compiling input from the community survey and five focus groups. Over 700 survey responses were received. The consultant will meet with the full Board at the August meeting which will begin early at 6:30 p.m.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Conway's report included the following:

- Chad Clark will assume Julia Johnas' responsibilities as Adult Services Manager on July 16.

REPORT OF THE BUILDING AND GROUNDS COMMITTEE

Ms. Knapp reported the Committee met on July 2 to review bids for the HVAC controls and condenser units project. The Committee and consultant Brian Berg recommend approving Oak Brook Mechanical, the lowest responsible bidder.

Ms. Knapp moved and Ms. Hersh seconded a motion to approve Oak Brook Mechanical, the low bidder for HVAC controls and condenser units at \$524,469. The motion passed unanimously.

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

Nays: None

MOTION CARRIED

Ms. Knapp also reported that five roof replacement bids were received on June 18. The Committee and consultant James Gruebnaue recommend approving DCG Roofing, the lowest responsible bidder.

Ms. Knapp moved and Ms. Hersh seconded a motion to approve DCG Roofing, the low bidder at a cost of \$57,000. The motion passed unanimously.

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

Nays: None

MOTION CARRIED

The final item discussed was the City's Parking Study RFP. The City received five proposals and invited Ms. Conway to participate in the selection process. Ms. Knapp reported that the Committee recommends postponing the study until the expansion project proceeds. This recommendation will be shared with the City.

REPORT OF THE BUDGET AND FINANCE COMMITTEE

Mr. Aufox reported the Committee met last week to discuss the budget. The draft budget will be presented to the City Council on Monday, August 27.

Mr. Aufox moved and Mr. Hurwitz seconded a motion to approve the FY19 levy budget. The budget proposes a 1.1% increase or \$54,700. The motion passed by a majority with Mr. Kinczel abstaining.

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

Nays: None

MOTION CARRIED

OLD AND NEW BUSINESS

Last month the Board received a request to add public comments at the end of the agenda. Discussion followed. Ms. Knapp suggested sending the request back to Committee for review.

Mr. Coplan moved and Mr. Hurwitz seconded a motion to approve the addition of public comments at the end of the Board meeting.

Mr. Hurwitz moved and Mr. Coplan seconded a motion to amend the above motion to include a three minute time limit at the beginning of the meeting and a two minute time limit at the end of the meeting.

Mr. Hurwitz moved and Ms. Mazur seconded a motion to withdraw the amended motion.

Mr. Coplan moved and Ms. Mazur seconded a motion to withdraw the first motion above to approve the addition of public comments at the end of the Board meeting.

Mr. Hurwitz moved and Mr. Coplan seconded a motion to permit public comments at the beginning of the meeting with a three minute time limit and a two minute time limit at the end of the meeting with no limitation to the nature or the topic of the comments. The motion was rejected with two ayes, and seven nays.

Ayes: Coplan, Hurwitz

Nays: Hersh, Kinczel, Knapp, Fletcher, Aufox, Basofin, Mazur

MOTION FAILED

President Basofin directed the Operations and Policy Committee to review the Public Comments Policy and provide a recommendation to the full Board.

ADJOURNMENT

Ms. Hersh moved and Ms. Knapp seconded a motion to adjourn the meeting at 7:48 p.m. President Basofin, presiding, adjourned the meeting at 7:48 p.m.

Submitted by: Pamela Siegel