

HIGHLAND PARK PUBLIC LIBRARY
Board of Trustees Meeting
August 20, 2024

CALL TO ORDER

Vice-President Wolfe, presiding, called the meeting to order at 7:01 p.m.

ATTENDANCE

Members Present: Rich Basofin, Rob Biederman, Alicia De La Cruz, Rebecca Nathanson, Ashley Lapin Olian, Rob Olian (remote), Carol Wolfe, Peter Zotos

Members Absent: Irene Hoffman

Others Present: Tony Blumberg, Heidi Smith, Catherine Lambrecht, Julia Nathanson, Pamela Siegel

Trustee Zotos moved and Trustee Biederman seconded a motion to approve remote attendance for President Olian due to business matters. The motion passed unanimously.

APPROVAL OF MINUTES

Trustee De La Cruz moved and Trustee Lapin Olian seconded a motion to approve the July 16, 2024 regular meeting minutes, July Bill List, and the July Financial Reports. The motion passed unanimously.

Ayes: Basofin, Biederman, De La Cruz, Nathanson, Lapin Olian, Olian, Wolfe, Zotos

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

None

REPORT OF THE PRESIDENT

President Olian's report included the following:

- President Olian delegated the presentation of his report to Vice-President Wolfe.
- Vice-President Wolfe reported that Director Smith and President Olian will present the FY2025 budget to the City Council on Monday, August 26.
- Vice-President Wolfe reminded the Board of the upcoming Banned Books week. A mayoral proclamation will be read at the City Council meeting on September 9. In addition, a proclamation for Hispanic Heritage month will be read. Assistant Director Rositas-Sheftel will translate at the meeting and detail the Library's activities for the month.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Smith's report included the following:

- Director Smith began with an overview of a recent book request from a member of the public, which was reviewed and ultimately not purchased following standard procedures.
- On behalf of Dr. Rositas-Sheftel, Director Smith shared that 79% of the staff have completed Dementia Friendly Training. The process has been supported by Diana Alvey, Social Services Coordinator. She also highlighted that the packet included an article from The Record North Shore on how libraries are helping seniors with technology. Ms. Alvey stated in the article, "the best resource for technology is the "book-a-librarian" service." She has helped aging residents make appointments with the DMV, pay rent, set up phones, and much more.

- On Monday, September 23, the Library will be hosting an Academy Award-nominated short documentary called the ABCs of Book Banning. There will be an opportunity for questions with Director Smith following the screening.
- President Olian highlighted that Director Smith's report shows that current circulation on books and magazines is ahead of 2019 pre-covid numbers if DVD's, music CD's, and movies are deducted.

ARCHITECTURAL LIAISONS

President Olian reported that the committee met with the architects last week. The first estimate for costs is running high, approximately \$400,000 to \$500,000 over budget. They are considering strategies to increase funds, reduce costs, or a combination of both. The last meeting also covered the interior design, particularly for the Youth Department, balancing a warm and cozy aesthetic with a vibrant, attention-grabbing design. Also, feedback from the community about the smooth wall on the west side led to potential changes in the exterior design to add more texture at no additional cost.

Director Smith reported that the City's Cultural Arts Advisory Group met to recommend relocation of the sculpture on the west lawn to Brown Park. The idea is that the sculpture would become an integral part of the park. An art conservator's assessment to restore the structure was high. Per the Intergovernmental Agreement (IGA), the Library and City will work together to determine and cover the costs. Funds are included in the project budget.

DEVELOPMENT COMMITTEE

Trustee Wolfe reported that the Committee reviewed the latest case statement and is making significant progress and should be completed by the end of the year. Naming opportunities will be finalized and presented at the committee meeting in September. The Committee also discussed creating a handout for potential donors which can easily be adjusted as items are named.

OPERATIONS & POLICIES COMMITTEE

Trustee Zotos reported that Policy 201, Confidentiality of Patron Information, was approved in June but there was a request to clarify the retention of patron information. As members of CCS, the Library will follow the policy set by the governing board of CCS. Clarification of where the CCS policy can be found was added to the Library policy.

Trustee Biederman moved and Trustee Basofin seconded a motion to approve Policy 201, Confidentiality of Patron Information, as revised. The motion passed unanimously.

Ayes: Basofin, Biederman, De La Cruz, Nathanson, Lapin Olian, Olian, Wolfe, Zotos

Nays: None

MOTION CARRIED

Trustee Zotos reported that the Committee recognized the governing language of Policy 407, the Serving of Alcoholic Beverages, is already covered in Policy 501, the Behavior Policy. The Committee recommended rescinding Policy 407.

Trustee Biederman moved and Trustee Nathanson seconded a motion to rescind Policy 407, the Serving of Alcohol Beverages policy. The motion passed unanimously.

Ayes: Basofin, Biederman, De La Cruz, Nathanson, Lapin Olian, Olian, Wolfe, Zotos

Nays: None

MOTION CARRIED

Trustee Zotos stated that the Committee is reviewing the gift policy and the naming policy, which are important for future fundraising opportunities. They are collaborating with the Development Committee and will seek legal review before presenting the updated policies to the Board.

OLD AND NEW BUSINESS

The IGA is an intergovernmental agreement between the Park District, the City, and the Library involving property transfer from the Park District. The IGA includes the transfer of the property on the west lawn of the Library to the Library, the Rose Garden to the City, and provisions for the Park District to create a recreational area on the City's lots east of the Library. The City's corporate counsel created the document, and it was reviewed by President Olian and Trustee Biederman, as well as the attorney who is supporting the Library with the rezoning process. The attorney suggested the Board approve the IGA with a motion and recommended adding language to the motion that includes "with such modifications to the execution version as may be recommended by Library council and may be agreed to by City and Park District."

Trustee Biederman moved and Trustee Lapin Olian seconded a motion to approve the intergovernmental agreement with the City and the Park District for property transfer with the additional language suggested by the attorney. The motion passed unanimously.

Ayes: Basofin, Biederman, De La Cruz, Nathanson, Lapin Olian, Olian, Wolfe, Zotos

Nays: None

MOTION CARRIED

ADJOURNMENT

Trustee Zotos moved and Trustee Basofin seconded a motion to adjourn the meeting at 7:32 p.m. Vice-President Wolfe , presiding, adjourned the meeting at 7:32 p.m. The motion passed unanimously.

Ayes: Basofin, Biederman, De La Cruz, Nathanson, Lapin Olian, Olian, Wolfe, Zotos

Nays: None

MOTION CARRIED

Submitted by: Pamela Siegel

Reviewed by: Heidi Smith, Rebecca Nathanson

Approved: 9/17/2024