

WILMETTE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING MINUTES
Tuesday, September 25, 2018 at 7:30 pm in the Staff Lounge

PRESENT: Trustees Barshis, George, Johnson, McDonald, O'Laughlin, Wolf

ABSENT: Trustee Rodgers

VISITORS: Joan Fishman, President of the Friends of the Wilmette Public Library and Liz Seager, observer for the League of Women Voters

- I. Call to Order and Roll Call. President O'Laughlin called the meeting to order at 7:34 pm.
- II. August Monthly Board Meeting Minutes. Trustee Wolf moved to approve the minutes of the August 2018 WPL Board meeting. Trustee McDonald seconded the motion.
MOTION CARRIED BY VOICE VOTE
- III. Presentation. Joan Fishman, President of the Friends of the Wilmette Public Library, discussed the organization's activities. The Friends' Annual Report for the past year was distributed prior to the meeting in trustee folders. For the 13th year, the Friends sponsored One Book Everybody Reads, and this year's OBER was a great success. The total Friends cost for the event was \$7,000. Ms. Fishman stated that the group receives donations from residents of many areas such as Wilmette, Kenilworth, and Evanston. Donations that are not able to be sold in the Friends Book Store are given to various organizations such as Wilmette Rotary (children's books) and communities in need such as *A Just Harvest* which is a soup kitchen in Rogers Park, Women in Prison, and Stand for Children Illinois. The Friends also fund many programs at WPL, such as Adult Services and Youth Services Summer Reading Clubs and have targeted \$28,800 for this purpose for 2018-19. Ms. Fishman read a letter from a mother of a child who had attended a Tiny Tots camp at which Friends' books were given away to illustrate the impact of the book gift. The Friends also participate in many local events and organizations such as the Wilmette Summer Fest, Go Green Wilmette, and the Wilmette French Market. Future activities include distributing free books at the Wilmette Recreation Center and at the Metra Station. The group currently is composed of about 60 volunteers and is interested in recruiting additional people who would like to work with the group. The Friends receive donations year round. Ms. Fishman answered trustees' questions. President O'Laughlin thanked Ms. Fishman and all of the Friends for the wonderful work that they do.
- IV. Public Comment. None.
- V. Treasurer's Report
 - A. Financial Reports for August. Treasurer pro-tem O'Laughlin summarized the August financial reports. The two largest sources of General Fund revenue were Real Estate Taxes and General Fund Interest. Total General Fund expenditures for August were 16.68% of budget; the two-month rate for expenditures is 16.66%. The largest General Fund check was written to Wellness Insurance Network.
 - B. Bills and Salaries for August. Trustee Wolf moved to approve the August bills and salaries. Trustee George seconded the motion.
Aye – Barshis, George, Johnson, McDonald, O'Laughlin, Wolf
Nay - None
Abstain – None
Absent or not voting – Rodgers
MOTION CARRIED
- VI. Action Items
 - A. Board Authorization of Deputy Election Clerks. The local consolidated election will be held on Tues., April 2, 2019. Incumbent trustees whose terms are expiring are Jan Barshis, Virginia George, Lisa McDonald, and Kathleen O'Laughlin. Interested Wilmette residents may pick up material in the WPL Administration Office on the third floor of the Library. The first day for circulating petitions for signatures was Tues., Sept. 18, 2018. Trustee Wolf moved to approve the authorization of Cynthia McMillan, Nancy Jo Carroll and Marti Bellefontaine as deputy election clerks. Trustee McDonald seconded the motion.
MOTION CARRIED BY VOICE VOTE.

VII. Discussion Items

- A. Outdoor Renovation Project. Interim co-director Betty Giorgi presented an update on this project. The Library's attorney and the landscaping firm contracted to design the plan are developing a Request for Qualification (RFQ) for a construction manager. Ms. Giorgi and trustee George, Chair of the Facilities and Equipment Committee, will review the RFQ prior to publication. Trustee McDonald stated that the Library will host an Open House so that the Outdoor Renovation Project may be explained in detail.

VIII. Director's Report

- A. Director's Report. Statistics and other information were included in agenda binders as attachment 5. Interim co-director Gayle Rosenberg Justman reviewed the report. In response to the number of patron holds, we are adding more items to the Library of Things collection. We partnered with the League of Women Voters for National Voter Registration Day; the League had a table in the vestibule. Keren Joshi, the Head of Youth Services, as submitted her resignation. Keren and her family will be moving to the Washington D.C. area. The Hot Picks collections continue to be popular and to circulate well. Kanopy, an online streaming service for films, foreign films, documentaries, and lectures, has some fabulous offerings. Trustee McDonald suggested informing patrons about Kanopy before film presentations and events.

IX. Committee / Trustee Reports

- A. Director Search. President O'Laughlin stated that the four finalists for the Director position met with staff and trustees in various meetings and presentations on August 28 and 29, 2018. WPL trustees convened on August 31 to review staff and trustee ratings of the finalists. As a result of this discussion, trustees offered the position to Anthony Auston. Mr. Auston will join WPL as Director in late Oct. or early Nov. President O'Laughlin stated that Mr. Auston received an MLS from Dominican University in 2001 and is coming to WPL from Mount Prospect Public Library where he was the Executive Deputy Director of Library Operations. All WPL staff and trustees offer a hearty welcome to Anthony!
- B. ILA Representative. Trustee Barshis highlighted articles from ILA newsletters dated Sept. 6, Sept. 12, Sept. 21. The position of the Head of Youth Services at WPL is advertised in the Sept. 21 ILA newsletter.

X. Information Items

- A. Pre-filing notices for the April 2, 2019 election have been sent to all trustees and posted on the web and the legal bulletin board. Four seats (trustees Barshis, George, McDonald, O'Laughlin) are open for the election. All seats are for a full four-year term expiring in April 2023. Election packets are available in Administration. Completed nomination papers may be filed on weekdays from Mon., Dec. 10 through Mon., Dec. 17 in Administration.
- B. On Sept. 7th, trustees O'Laughlin and McDonald attended the Legislative Breakfast hosted by WPL. All Wilmette county, state, and federal representatives as well as heads of local government, parks, and schools were invited. Trustee McDonald summarized the event.
- C. The Friends of the Library volunteer luncheon was Friday, Oct. 5 beginning at noon. WPL staff and trustees attended the event.
- D. The ILA Annual Conference is Oct. 9 – 11 at the Peoria Civic Center, 201 SW Jefferson in Peoria, IL. Visit www.ila.org for more information.
- E. On Sept. 11th, Betty Giorgi and Rick Merrill met with Jerry Adler regarding placing a book drop box at the Fourth and Linden CTA station. Mr. Adler will contact Ms. Giorgi once he has had a chance to have CTA staff draw up an agreement. The meeting with Jerry Adler was facilitated by trustee Johnson.
- F. LIRA Safety Report. The report was included in agenda binders as attachment 7.
- G. Cooperative Projects and Community Services Reports were included in agenda binders as attachment 8.
- H. Communication to the Board of Trustees. Trustees reviewed communication presented in attachment 9 of agenda binders.

- XI. New Business / Old Business. Interim Co-Director Betty Giorgi and WPL Board President Kathleen O'Laughlin participated in a Wilmette Village focus group for stakeholders to discuss biking issues. Trustee George stated that the "Books with Buzz" event hosted by Adult Services Librarian Rachel Garcia was a great success.
- XII. Adjournment. Trustee McDonald moved to adjourn the meeting. Trustee Wolf seconded the motion.
Aye – Barshis, George, Johnson, McDonald, O'Laughlin, Wolf
Nay – None
Abstain – None
Absent or not voting – Rodgers
MOTION CARRIED. The meeting adjourned at 9:01 pm.



President or President pro-tem
Board of Library Trustees of the
Wilmette Public Library District



Secretary or Secretary pro-tem
Board of Library Trustees of the
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