Approved November 14, 2018

MEETING MINUTES
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES
Wednesday, October 17, 2018
6:30 P.M.
1703 Orrington Avenue, Community Meeting Room

Members Present: Socorro Castro, Rachel Hayman, Ruth Hays, Shawn Iles, Margaret Lurie, Vaishali Patel, Benjamin Schapiro

Members Absent: Adam Goodman

Staff: Karen Danczak Lyons, Teri Campbell, Heather Norborg

Presiding Member: Benjamin Schapiro, President

ALL TO ORDER/DECLARATION OF QUORUM – President Schapiro called the meeting to order at 6:30 pm.

CITIZEN COMMENT – None

CONSENT AGENDA

A. **Approval of the September Bills and Payroll and Minutes of September 12 and 26, 2018 Board Meetings** – Trustee Lurie moved to approve the Bills and Payroll and the minutes of the September meetings. Trustee Hays seconded the motion and it was approved by voice vote.

PUBLIC HEARING – Director Danczak Lyons reported on the estimated impact of the increased property tax levy on individual households. As one example, houses estimated at a $400,000 value will see an additional $6 increase in their property taxes.

INFORMATION/COMMUNICATIONS

A. **Equity, Diversity, and Inclusion Draft Report (Update)** – Director Danczak Lyons shared that the public is welcome to comment on the EDI Report. So far, there have been no paper comments and two online comments submitted.

LIBRARY DIRECTOR'S REPORT – Director Danczak Lyons reported that the 4th Annual Storytelling Festival would be taking place October 19-21. The Library staff will be participating in an All Staff Day on October 18. The focus of the training will be on safety and security, including ALICE first person shooter training with the Evanston

Police Department. Pat Efiom from the City of Evanston Equity and Empowerment office would also be presenting.

STAFF REPORT

A. **Administrative Services Report –** Assistant Director Campbell reported that there were two new hires starting this month, including the new Bilingual Tech Trainer and a new Tech Associate.
B. **Mission Impossible IX –** Interim Adult Services Manager Heather Norborg presented on this year's Mission Impossible reading program. Past participants voted to read Faulkner and three novels have been selected for this year's program. Seven groups will meet regularly throughout the year to read and discuss the novels. About 150 people have registered with an additional 30 on the waitlist. Julia Stern from Northwestern University spoke at the kickoff event.

BOARD REPORTS - none

BOARD DEVELOPMENT – Trustees were reminded to complete their required training for the Illinois Per Capita grant.

UNFINISHED BUSINESS

A. **Discussion of FY19 Proposed Budget** – none
B. **Approval of 2019 Proposed Library Expenditure Budget** – Trustee Patel moved to approve the proposed 2019 Library Expenditure Budget and Trustee Hays seconded. The motion was approved unanimously by roll call vote.

NEW BUSINESS - none

ADJOURNMENT – President Schapiro moved to adjourn the meeting at 7:15pm. It was approved by voice vote.

Respectfully Submitted,

Vaishali Patel

Next Meeting: Wednesday, November 14, 2018 at 6:30pm Evanston Public Library

Approved November 14, 2018

Library Director's Report
October 17, 2018

Updates:

- Exterior construction at Main will begin the week of 10/15/18. This is the 4th and final phase of the exterior weather proofing project.
- On Thursday, October 18th, all libraries will be closed for a full day and evening of professional development. Along with sharing an exercise designed to explore cultural competence through our own identity, the day will focus on safety and security.

Assessments, Metrics and initiative results:

Computer/Internet Use													
	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	FYTD
Main	4,080	3,741	4,097	3,654	3,855	4,263	4,563	4,845	4,170				37,268
North Branch	191	217	240	213	200	210	221	235	200				1,927
CAMS	467	440	470	438	411	435	459	462	414				3,996
Computer Lab	154	134	160	165	160	160	181	170	170				1,454
Overall Computer/Internet Use	**4,892**	**4,532**	**4,967**	**4,470**	**4,626**	**4,908**	**5,424**	**5,712**	**4,954**	-	-	-	**44,645**
Website Visits													
All Location	45,235	39,492	43,240	44,751	43,730	42,573	32,942	32,841	30,325				**355,129**
Wifi Users													
All Location	27,000	26,870	31,167	31,427	32,502	30,944	31,630	30,435	28,365				**270,340**
Library Visits													
Main	40,320	35,827	42,159	37,666	37,202	42,644	40,000	43,243	37,337				**356,398**
North Branch	3,798	3,593	4,162	3,790	3,552	4,999	4,400	4,136	3,869				**36,299**
CAMS	3,362	3,338	3,893	3,479	3,962	4,400	4,008	3,906	3,400				**33,748**
Overall Library Visits	**47,480**	**42,758**	**50,214**	**44,935**	**44,716**	**52,043**	**48,408**	**51,285**	**44,606**	-	-	-	**426,445**

Upcoming events of Note:

- Our 4th Annual Evanston Public Library Storytelling Festival will be produced this weekend: Friday, October 19th - Sunday, October 21st. Please bring your family and friends and enjoy a weekend of stories for all ages!
- Our second Memory Cafe will be held on 11/20, 1-3pm in the Falcon Room. This is an opportunity for those on the memory loss spectrum and their care partner(s) to come together and enjoy art, music, dance, etc., in a casual setting while being together and building community with others. This month, we'll be joined by Hip Circle Empowerment Center for belly dancing.
- The first Latino adult film screening, *El Laberinto del Fauno,* will be held at EPL at 3pm on 10/27 in an effort to engage Latinx families and their children. The family movie will be screened at the same time in the Children's Department.
- The third and final session of our joint EPL/SASI financial planning workshops will be held 11/14, 6:30pm in the Falcon Room. All 3 sessions will be repeated at Fleetwood-Jourdain. This session will cover decisions about home care v. long term care and will be presented by Andrea Donovon of Senior Living Advisors.
- EPL will host a second session of the YWCA Basic Money Management class 10/29 - 10/30, 6:30pm in the Falcon Room. We're partnering with the YWCA to make these sessions available to anyone who would like to attend. Topics covered include budget

development, understanding credit and credit scores, and how to build a secure financial future. A third session will be offered in March 2019.

Excerpts from Patron feedback:

Neighborhood Services

After Paula Schapiro and Bridget Sweeney from the branches along with Mariana Bojorquez, Latino Outreach, and Christina Mendez, Social Worker, visited Lincoln School's ESL families on the evening of September 26th, Paula received this thank you:

Dear Paula,
Thank you for coming back and sharing your wonderful storytelling with us! The Lincoln staff and I really appreciate your care and dedication in keeping this program going every year! Thank you for making time to reach out and welcome our EL families! The library is an important resource to us and we are sooo glad that you can/would make time to share with us your resources, knowledge and support!
Gratefully yours,
Huong Banh and the Lincoln Staff