

February 24, 2015

Minutes of the regular meeting of the Board of Library Trustees of the Village of Oak Park held on Tuesday, February 24, 2015 in the Scoville Room of the Main Library. The meeting was called to order at 7:30 p.m. by President Hart.

1. **Roll Call and Call to Order**

Present: Library Trustees Baron, Fox, Fruth, Hart, Kelenson, Samuels and Sokol

Absent: None

Also present: David Seleb, Executive Director; Jim Madigan, Assistant Director for Administration and Finance; Cyndee Landrum, Assistant Director for Public Services and Programming; Elsworth Rockefeller, Manager, Adult and Teen Services; Natasha Pelka, observer from the League of Women Voters of Oak Park and River Forest; and Rita Earle, Office Manager

2. **Approval of Minutes**

a. **Regular Meeting, January 20, 2015**

Mr. Samuels moved approval of the minutes of the regular meeting of the Board of Library Trustees, held on Tuesday, January 20, 2015. Mr. Baron seconded the motion.

Mr. Baron asked that his report on the I-Gov Group be amended to state that the next Joint Meeting date of May 2 was a tentative date.

Ms. Kelenson said that she had some minor typographical corrections of the minutes that she would forward to the Office Manager after the meeting.

Mr. Hart then called for a vote of approval of the minutes as amended. Ayes: all.

3. **Trustees Comments and Board Calendar**

Mr. Sokol noted that he is aware of a couple of communities where local public libraries had been successful in partnering with local businesses, especially restaurants, for fundraising money back to the libraries from a percentage of the sales at the businesses.

Ms. Kelenson said that she will call Mr. Sokol for more details to present at the next Fundraising Committee meeting.

Ms. Fox thanked fellow Trustees for agreeing to change the date of this evening's meeting.

Due to conflicting commitments, it was agreed to move the regular meeting in April from Tuesday, April 21 to Tuesday, April 28. As the library Volunteer Appreciation Reception was scheduled for April 21 prior to Board meeting, that event will also be moved to April 28.

Mr. Fruth said that on Sunday, March 1 he will be participating in the Chicago Polar Plunge in support of the Special Olympics.

Mr. Baron commented that he is enjoying Idea Box this month with patron comments posted in response to Community Conversation questions.

4. **Comments of Visitors**

Natasha Pelka introduced herself to Trustees as substitute observer from the League of Women Voters of Oak Park and River Forest.

5. **Staff Reports**

a. **Sharon Comstock, Content Strategist**

Mr. Seleb said that Ms. Comstock was ill and would not be able to present this evening. He commented that he, Ms. Landrum, Mr. Madigan, Ms. Comstock, and Ms. Marszalik had met to discuss questions raised by Trustees at their January meeting about statistical measurements around collections and the objectives of resource sharing. Ms. Comstock will give her full report at the April Board meeting.

6. **Financial Reports**

a. **January 2015 and February 2015 Financial and Disbursement Reports will be presented in March 2015 for discussion and approval.**

7. **Unfinished Business**

a. **Proposed Revisions to Rules of Behavior Policy**

Mr. Seleb said that the policy document *Rules of Behavior* included in this month's Board packet is the result of the Board discussion last month. Mr. Fruth moved approval of the revised policy *Rules of Behavior* as presented. Mr. Sokol seconded the motion.

Ms. Kelenson asked for an amendment to item D. Item D is changed to read "Patrons may not bring animals, other than service animals, into the Library."

Mr. Hart called for a vote of approval as amended. Ayes: all.

A copy of the policy *Rules of Behavior* is attached to these minutes as Appendix I.

8. **New Business**

None

9. **Reports**

a. **Executive Director**

In addition to his narrative report, Mr. Seleb said that staff has received and signed contracts with the architect and contractor for the meeting space project.

Registration is now open for Library Legislative Days in Washington, DC on May 3, 4 & 5. If any Trustees are interested in attending please contact Mr. Seleb.

Mr. Seleb also reported that although nominated by U.S. Representative Danny Davis, Oak Park Public Library was not chosen as a recipient for the National Medal for Museum and Library Service.

A copy of the Executive Director's narrative report is attached to these minutes as Appendix II.

b. **Assistant Directors**

In addition to his narrative report, Mr. Madigan responded to a question from Ms. Kelenson regarding the Library's relationship with American Express.

Ms. Landrum said that she had nothing to add to her narrative report.

Ms. Fox said that she was happy to see that the Library is working with Jenny Raia, Art Teacher at Longfellow School, on an Idea Box installation.

Copies of the Assistant Director narrative reports are attached to these minutes as Appendix III.

c. **Library Statistics**

Trustees reviewed the Statistical Report for January 2015. Ms. Landrum noted a correction to the Dole Branch Library Visits count.

d. **Friends of the Library**

There was no report.

e. **Legislative, Government Activity (Council of Governments, I-Gov, Illinois General Assembly, ILA Public Policy Committee)**

Mr. Hart reported briefly on the most recent Council of Governments meeting. A good portion of the meeting was a presentation on the Youth Intervention Program by Oak Park Township Youth Services staff.

Mr. Baron reported on the most recent meeting of the I-Gov Group. Village Trustee Colette Luecke reported on Illinois Department of Transportation (IDOT) and plans being

explored to expand the Eisenhower Expressway through Oak Park. There was also more discussion regarding the next joint meeting. This meeting has now been scheduled for May 16, 2015 from 9 a.m. to noon at the Oak Park Township Senior Center on Oak Park Avenue.

Mr. Fruth reported on legislative activities. Mr. Fruth, Ms. Kelenson, and Mr. Seleb attended the ILA Legislative Luncheon and Mr. Fruth had a chance to talk with Representative La Shawn Ford who seems to be well aware of issues in the library community. Although Governor Rauner is proposing cuts to the Illinois State budget, it remains to be seen how far those cuts will make it in the Illinois Legislature.

f. **Collaboration for Early Childhood**

Ms. Fox reported on the January meeting of the Collaboration for Early Childhood. The meeting focused on screening processes for small children for school readiness.

g. **Employment and Separation from Employment**

The report *Oak Park Public Library Employment and Separation from Employment Reported from January 15, 2015 through February 18, 2015* was included in Board packets.

10. **Closed Session**

At 8:04 p.m. Mr. Baron moved that the Board of Library Trustees adjourn to Executive Session for the following purposes:

- a. **5 ILCS 120/2(c)(11): to discuss a matter of potential litigation against the Oak Park Public Library**
- b. **5 ILCS 120/2(c)(1): to discuss the performance of the library Executive Director**

Mr. Sokol seconded the motion and a roll call vote was taken as follows:

Ayes: Library Trustees Baron, Fox, Fruth, Hart, Kelenson, Samuels and Sokol

Nays: None

Absent: None

The Board of Library Trustees returned to open session at 10:25 p.m.

11. **Adjournment**

There being no further business, the meeting was adjourned by acclamation at 10:27 p.m.