

April 26, 2016

Minutes of the regular meeting of the Board of Library Trustees of the Village of Oak Park held on Tuesday, April 26, 2016 in the Scoville Room of the Main Library. The meeting was called to order at 7:30 p.m. by President Baron.

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

Present: Library Trustees, Baron, Foss, Fox, Fruth, Kelenson, Millan and Samuels

Absent: None

Also present: David Seleb, Executive Director; Jim Madigan, Deputy Director for Capacity and Infrastructure; Jodi Kolo, Manager, Communication Services; Lori Pulliam, Manager for Experiences and Initiatives, Public Services; Elizabeth Marszalik, Manager for Experiences and Initiatives, Materials Services; Leigh Tarullo, Curator of Special Collections; Emily Reiher, Resident Archivist; Alex Nall, Digital Learning Resident; Mary Rose Lambke, 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 – March 22, 2016**

Mr. Fruth moved approval of the minutes of the regular meeting of the Board of Library Trustees of the Village of Oak Park held on Tuesday, March 22, 2016. Mr. Foss seconded the motion. Ayes: all.

3. **Trustee Comments and Board Calendar**

a. **Reports from PLA (Public Library Association) Annual Conference**

Mr. Seleb said that written reports on the Public Library Association Annual Conference submitted by Trustees Baron and Millan were included in the Board packets.

Mr. Foss said that he feels that the Public Library Association is an important advocate for public libraries.

Ms. Millan said she would like to publicly commend Community Relations Associate Debby Preiser for her quick thinking on the day the power went out at Main Library. One of the Library Folk Concert series had been scheduled for that evening and Ms. Preiser quickly secured space at First United Church next door to the Library, and the concert went on as planned with great success.

Mr. Seleb and Library Trustees reviewed the Board Calendar.

b. **June 2016 Board Meeting Date**

As Mr. Baron will be out of town on June 28, he asked that that meeting be rescheduled for June 21. It was Board consensus to accommodate this request.

4. **Visitors Comments**

Mary Rose Lambke, observer from the League of Women Voters of Oak Park and River Forest reminded Library Trustees about the League's Mother's Day event, *Mothers and Others for Peace* at Mills Park from 11 a.m. to noon on Saturday, May 7. She said that she is very excited that the Library Book Bike will be at this event to share stories with those in attendance.

5. **Staff Reports**

a. **Jodi Kolo, Manager for Communication Services**

Jodi Kolo, Manager for Communication Services, reported on the results from the launch of LibSat, an online survey tool for gathering qualitative information about what we are doing right and what we can improve on. She reviewed highlights from the data collected and discussed and answered Trustee questions regarding how the Library will use this data to inform planning and decision making going forward.

b. **Leigh Tarullo, Special Collections Curator and Emily Reiher, Archivist**

Ms. Tarullo reported that the Library is nearing the end of the Hacking Hemingway Grant. August 15 is the last official day of the grant. She discussed highlights of grant activities to digitize items in the Library and Hemingway Foundation collections related to Ernest Hemingway and his sister Marcelline's childhood in Oak Park, as well collaboration with School District 97 to create curriculum activities surrounding Hemingway.

Ms. Tarullo and Resident Archivist Emily Reiher have also presented at a number of conferences across the country regarding this grant project.

6. **Financial Reports**

a. **Disbursements for March 2016**

Ms. Kelenson moved approval of disbursements for March 2016. Ms. Millan seconded the motion. Ayes: all.

A copy of *Resolution on Disbursements, March 2016* is attached to these minutes as Appendix I.

b. **March 2016 Financial Reports**

Trustees reviewed and Mr. Seleb answered questions regarding bank balances and the Statement of Income and Expense for March 2016.

7. **Unfinished Business**

None

8. **New Business**

a. **Board Nominating Committee**

Mr. Baron asked Mr. Foss to chair and Ms. Kelenson and Ms. Millan to serve as members of a Nominating Committee to propose a slate of candidates for Board Officer positions; President, Vice President, Finance Officer, and Treasurer for the coming year. All agreed to serve and a Nominating Committee meeting was scheduled for May 3, 2016 at 1:00 p.m. at the Main Library. Board Officer Elections will be held at the Board of Trustees Annual Meeting on May 24, 2016.

b. **Youth Interventionist Intergovernmental Agreement Renewal**  
Trustees reviewed documents related to the renewal of *An Intergovernmental Agreement for the Youth Interventionist Program, 2016 – 2018*

There was some discussion of the genesis of this program and it was consensus that Trustees would like a representative from Oak Park Township Youth Services to present a report to them on this program. Mr. Seleb will invite them to present at the Trustees regular meeting in May.

Mr. Fruth moved approval of *An Intergovernmental Agreement for the Youth Interventionist Program, 2016 – 2018*. Ms. Kelenson seconded the motion and a roll call vote was taken as follows:

Ayes: Library Trustees Baron, Foss, Fox, Fruth, Kelenson, Millan and Samuels

Nays: None

Absent: None

A copy of *An Intergovernmental Agreement for the Youth Interventionist Program, 2016 – 2018* is attached to these minutes as Appendix II.

c. **Memorandum of Understanding: Intergovernmental Environmental Community Organization (I-ECO)**

Mr. Seleb said that the **Memorandum of Understanding: Intergovernmental Environmental Community Organization (I-ECO)** is intended to outline a plan for the formation of a community-wide committee for development of an Intergovernmental Environmental Community Organization (I-ECO), with participation from the Village of Oak Park, the Park District of Oak Park, School Districts 97 and 200, Oak Park Public Library, and Oak Park Township. The goal of the committee would be to seek professional services to help with the creation of a governance structure and strategic direction for such a group.

The impetus for this comes from the Village and Park District's desire to work collaboratively with other local and regional governmental agencies around the issues of conservation of natural resources and sustainability. The Memorandum of Understanding is to gauge the interest of other agencies in such a plan.

There was discussion and in response to a question regarding funding, Mr. Seleb said that the Village would bear the initial cost of hiring a consultant to determine the viability and template of the I-ECO structure.

After further discussion it was Board consensus to authorize the Executive Director to sign the Memorandum of Understanding and to participate in this initial planning process. Trustees will receive regular reports on the progress of this initiative.

A copy of *Memorandum of Understanding: Intergovernmental Environmental Community Organization (I-ECO)* is attached to these minutes as Appendix III.

d. **Library Art Collection and Art Fund**

Mr. Madigan discussed the genesis of the Library's permanent art collection and raised a number of issues that have become apparent recently. Staff would like Board direction in answering a number of these question including limited space issues, the increasing value of some pieces, and whether a public library is the appropriate place for very valuable artwork. Does "permanent art collection" mean that the collection remains static, or are pieces sold off periodically and the collection refreshed with new works?

There was discussion and it was consensus that a new Art Advisory Committee should be formed. Mr. Fruth requested that if such a committee is formed, outside expertise be sought to assist with decision making.

Mr. Seleb and Mr. Madigan will draft a charge for this committee with specific objectives to present to Trustees at their next meeting.

9. **Reports**

a. **Executive Director- Library Effectiveness**

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

b. **Deputy Director – Library Capacity and Infrastructure**

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

c. **Managers – Library Experiences in Initiatives**

A copy of the Managers' narrative report is attached to these minutes as Appendix VI.

d. **Library Statistics**

Trustees reviewed *Oak Park Public Library Use Statistics, March 2016*.

e. **Friends of the Library**

The Friends of the Library Annual meeting is scheduled for Monday, May 16. Mr. Samuels will attend as well as Mr. Seleb and Mr. Madigan.

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

Mr. Seleb said that just this afternoon there has been a call to action from Illinois Library Association regarding Illinois House Bill 696, which has passed the House of Representatives and if passed by the Illinois Senate and is signed by Governor Rauner, would place a permanent tax cap of 0% for property tax levies of all non-home-rule communities and all school districts in Illinois. This would not even permit levies to be adjusted for inflation using the Consumer Price Index without a voter referendum. ILA is asking everyone to contact his or her State Senators to lobby for defeat of this bill.

Mr. Madigan reported briefly on the most recent meeting of the Council of Governments. The most important piece of news from this meeting is that the Village does not plan to

release any TIF distributions to other local governmental units in 2016. During the budgeting process for 2016, Library staff inquired of the Village Finance Director as to how much the Library should budget for TIF and was advised to budget \$148,000. It appears that now the Library will not be receiving those funds in 2016.

Mr. Foss said that he is not sure when the I-Gov Group will meet next.

The Park District of Oak Park is hosting a community meeting on April 27 at Cheney Mansion from 5 - 8 p.m. for input in discussions of a new community center.

g. **Collaboration for Early Childhood**

Ms. Fox said that she had no report.

h. **Employment and Separation from Employment**

A copy of the report *Oak Park Public Library Employment and Separation from Employment Reported from March 17, 2016 through April 21, 2016* was included in Board packets.

10. **Adjourn**

There being no further business, at 9:45 p.m. Mr. Foss moved adjournment of the meeting. Mr. Samuels seconded the motion and the meeting was adjourned by acclamation.