

MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF LIBRARY TRUSTEES OF THE  
COOK MEMORIAL PUBLIC LIBRARY DISTRICT

July 16, 2019

**Call to order:** The regular meeting of the Cook Memorial Public Library District was held on Tuesday, July 16, 2019 at the Cook Park Library, 413 N. Milwaukee Ave., Libertyville, Illinois. A quorum being present, the meeting was called to order by President Bonnie Quirke at 6:30 p.m. Trustees present at roll call in addition to Ms. Quirke were: Phyllis Dobbs, Karen Singer, Jim Larson, Ann Oakley, Wendy Vieth and Jen Banek.

Staff members present were Library Director David Archer, Business Manager Russ Cerqua and Administrative Assistant Gabriella Pantle.

**Public Comment:** None.

**Swearing in of Trustee Wendy Vieth:** Administrative Assistant and Notary Gabriella Pantle swore in recently elected trustee Wendy Vieth.

**Presentation from Jenny Barry, President, Libertyville-Mundelein Historical Society:** Ms. Barry presented an overview of the organization, including its close relationship with the Library.

**Aspen Drive Library Expansion Updates:** Mr. Archer showed recent photos of the construction site noting that the roof is complete, the AC unit was loaded onto the roof last week, the stairwells are complete, and the brickwork on the north side is completely installed. The addition should be completely enclosed by the end of July. He then went over important dates including the upcoming move of most library operations into the new addition while enhancements are made to the existing building. This will cause reduced access to collections but he noted that the highest circulating items will be maintained during that time period. He also noted that seating capacity will be maximized for the after school kids, the story time schedule will remain unchanged and adult computers will still be available, just reduced.

**Approval of Minutes:** Ms. Banek made a motion, seconded by Ms. Dobbs to approve the minutes of the regular meeting of June 25, 2019. Roll call was as follows: Ayes; Ms. Banek, Ms. Dobbs, Ms. Singer, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Ms. Vieth abstains. Motion carries.

Ms. Quirke made a motion, seconded by Ms. Dobbs to approve the closed session minutes of June 25, 2019. Roll call was as follows: Ayes; Ms. Banek, Ms. Dobbs, Ms. Singer, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Ms. Vieth abstains. Motion carries.

Ms. Vieth made a motion, seconded by Ms. Oakley to approve the minutes of the special meeting of July 2, 2019. Roll call was as follows: Ayes; Ms. Banek, Ms. Dobbs, Ms. Vieth, Ms. Singer, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

**Approval of the Bills:** Ms. Dobbs made a motion, seconded by Ms. Banek to approve the Bills Paid Report from June 19, 2019 through July 11, 2019 in the amount of \$1,448,412.87. Roll call was as follows: Ayes; Ms. Banek, Ms. Dobbs, Ms. Vieth, Ms. Singer, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

**Report of the Director:** From the statistical report, Mr. Archer reported that visitor counts are down 3.25% and circulation is down 5.75% overall but that adult program attendance is robust with children's and young adult program attendance remaining steady.

He announced that the Library, along with the Vernon Area Library District and Indian Trails Library District, are the shared recipients of the 2019 Hugh C. Atkinson Memorial Award for the One Book, One Community program. He explained that the program's goal is to connect the community through a shared experience of literature and library programming that complement the themes, characters, or settings featured in the chosen book. These program offerings typically include book discussions, film screenings, or art exhibits that align with the book, along with lectures and performances. All programs are available to all area residents, regardless of home library affiliation. The award will be presented at an awards luncheon to be held on Tuesday, October 22 during the 2019 Illinois Library Association Annual Conference in Tinley Park.

Mr. Archer then reported on the Cannabis Regulation and Tax Act and explained that the Board's Policy Committee will meet in the fall to review relevant policy revisions resulting from this new law as recommended by library legal counsel. Lastly he announced that Texas-based Centennial Real Estate, which bought a majority stake in Hawthorn Mall in 2015, has proposed extensive redevelopment of the mall site for a grocery store, apartment buildings, a courtyard and numerous free-standing storefronts. He noted that an article provided for the board from the *Chicago Tribune* details the possibility of creating a new Tax Increment Financing (TIF) district for the mall site to incentivize and encourage the redevelopment.

**Approve Report of the Director:** Ms. Vieth made a motion, seconded by Ms. Oakley, to approve the report of the Director. Roll call was as follows: Ayes; Ms. Banek, Ms. Dobbs, Ms. Vieth, Ms. Singer, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

**Report of the President:** Ms. Quirke announced that the periodic Talk with the Trustees will be held on weekday evenings for a trial period instead of Saturday afternoons. Talk with the Trustees is an opportunity for the public to ask questions and provide comments in an informal setting.

## **REPORTS OF COMMITTEES AND REPRESENTATIVES**

**Finance & Employee Practices:** Ms. Dobbs reported that the Finance Committee had a meeting prior to tonight's board meeting where they discussed the draft of the Budget & Appropriation Ordinance. It was a unanimous decision to present it to the full board at the August regular board meeting.

**Policy Review:** Ms. Oakley announced that there was nothing to report but that the committee will be scheduling a meeting in October or November.

**Building and Grounds:** No report.

**Development:** No report.

**Technology:** Mr. Larson announced that there was nothing to report but that the committee might possibly meet in November.

**Resources, Services and Long Range Planning:** Ms. Vieth announced that there was nothing to report but that the committee might possibly meet in October.

**Adhoc Committee for Cooperative Opportunities:** No report.

**Village of Libertyville Parking Commission Representative:** No report.

**Friends' Representative:** No report.

**RAILS Representative:** No report.

**Historical Society Representative:** No report.

**Other Business:** None.

**Communications:** None.

**Public questions:** None.

**Adjournment:** Ms. Oakley made a motion, seconded by Ms. Singer to adjourn the meeting. Having no further business, the meeting was adjourned at 7:25 p.m. Roll call was as follows: Ayes; Ms. Banek, Ms. Dobbs, Ms. Vieth, Ms. Singer, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

Respectfully submitted,

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James Larson, Secretary

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Bonnie Quirke, President