

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

July 18, 2017

Call to order: The regular meeting of the Cook Memorial Public Library District was held on Tuesday, July 18, 2017 at the Aspen Drive Library, 701 Aspen Drive, Vernon Hills, Illinois. A quorum being present, the meeting was called to order by President Bonnie Quirke at 6:34 p.m. Trustees present at roll call in addition to Ms. Quirke were: Rob Schuler, Phyllis Dobbs, Jim Larson, Ann Oakley, and Nate Johnson. Wendy Vieth was absent.

Staff members present were Library Director David Archer and Administrative Assistant Gabriella Pantle. Also present was district resident Harry Bishop.

Public comment: None.

Approval of the Minutes: Mr. Schuler made a motion, seconded by Mr. Larson, to approve the minutes of the regular meeting of June 20, 2017 as amended. Roll call was as follows: Ayes; Mr. Schuler, Ms. Dobbs, Mr. Larson, Ms. Quirke, Ms. Oakley, and Mr. Johnson. Nays; none. Ms. Vieth.was absent. Motion carries.

Approval of the Bills: Mr. Johnson made a motion, seconded by Mr. Larson, to approve the Bills Paid Report from June 17, 2017 through July 11, 2017 in the amount of \$712,928.59. Roll call was as follows: Ayes; Mr. Schuler, Ms. Dobbs, Mr. Larson, Ms. Quirke, Ms. Oakley, and Mr. Johnson. Nays; none. Ms. Vieth was absent. Motion carries.

Report of the Director: Mr. Archer first went through the statistical report. He then announced that ten new mobile hotspots have been added to the collection for checkout by library patrons. The hotspots provide unlimited wireless Internet connectivity for those who need short-term access. All start-up costs and annual fees for the next two years have been funded by a \$2,500 grant from the Friends of the Library. He reported that 19 staff members attended the American Library Association (ALA) Annual Conference in late June in Chicago. With the conference being held in Chicago this year, the library was able to take advantage of much lower travel expenses and send additional staff members. He then briefly reported on a new analysis by the Pew Research Center on Millennial's use of public libraries. According to the research, Millennials in the U.S. are more likely to have visited a public library in the past year than any other adult generation. The report speculates that high library use by Millennials might be related to changes that many public libraries have undergone in the past 20 years, including robust Internet connectivity, literacy programs for young children, meeting and study spaces and new technologies. He announced that every Friday during the summer, library staff have been visiting Gordon Ray Park in Mundelein to provide one free used book to children in partnership with Mundelein LUNCH (Local United Network to Combat Hunger). He explained that LUNCH is a loose affiliation of volunteers who partner with the Northern Illinois Food Bank to serve free meals to children at two Mundelein Park District locations during the summer months. CMPLD serves Gordon Ray Park while Fremont Library serves Hanrahan Park. In addition to handing out

free books, library staff members created a version of the library's summer reading program to encourage children to return weekly for lunch and a free book. They also bring flexible and simple hands-on activities each week. CMPLD and Fremont's participation in this program gives community members who may not be able to visit the library an opportunity to see the wide range of services available from their public library. Lastly, Mr. Archer reported that library staff and their family members, trustees and volunteers marched in the Libertyville Days Parade on June 17th and the Vernon Hills Independence Day Parade on July 4th. At the request of library trustees, Mr. Archer will explore the possibility of modifying the statistical report to include library app and text notifications as well as minor modifications to the program statistics.

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

Report of the President: Ms. Quirke announced that with Tom Milowski's departure from the board, she would like to appoint David Archer as the new TIF representative.

REPORTS OF COMMITTEES AND REPRESENTATIVES

Finance and Employee Practices: Ms. Quirke reported that the Finance Committee reviewed a draft of the Budget & Appropriations Ordinance and will present the amended draft to the full board in September. She also reported that the committee is in the process of reviewing the Director.

Policy Review: No report.

Building and Grounds: No report.

Development Committee: No report.

Resources, Services and Long Range Planning: No report.

Libertyville Parking Commission Representative: No report.

Friends Representative: No report.

RAILS Representative: No report.

Historical Society Representative: No report.

Technology: Mr. Johnson suggested that the committee schedule a meeting in the near future to discuss with staff what to have in the maker spaces at Cook Park and Aspen Drive.

Adhoc Committee for Cooperative Opportunities: Ms. Quirke reported that the committee has not yet had a meeting.

Other Business: Mr. Johnson reported that at Talk with the Trustees in June, a manager at a local game store discussed with him about moderating a monthly board game program. He would volunteer his time as an expert moderator for adults and families. He then announced that a school in Round Lake whose library was destroyed in the recent flooding is looking for donations and wondered if area public libraries were donating. Mr. Archer said that RAILS might be doing something.

Communications: Mr. Archer announced that librarian Sue McCowin received the 2017 Illinois Library Association Golden Ticket Award, which recognizes “an individual who has made an outstanding contribution in library services to young people in her or his local community.” Sue will be recognized in October at the ILA Annual Conference Awards Luncheon and at the Youth Services Forum’s Authors Breakfast, also held during the conference. Her colleagues are very proud of her. Mr. Archer also reported that a recent Passport Acceptance Services program at Aspen Drive Library was very successful with 120 applications being processed.

Public questions: None.

Adjourn to Closed Session: At 7:16 p.m., Mr. Larson made a motion, seconded by Mr. Schuler to adjourn to closed session as permitted by (5 ILCS 120/2-21) for the review of closed session minutes. Roll call was as follows: Ayes; Mr. Schuler, Ms. Dobbs, Mr. Larson, Ms. Quirke, Ms. Oakley, and Mr. Johnson. Nays; none. Ms. Vieth was absent. Motion carries.

Regular Meeting Resumed: The regular meeting resumed at 7:25 p.m.

Adjournment: Mr. Larson made a motion, seconded by Ms. Oakley, to adjourn the meeting. Having no further business, the meeting was adjourned at 7:26 p.m. Roll call was as follows: Ayes; Mr. Schuler, Ms. Dobbs, Mr. Larson, Ms. Quirke, Ms. Oakley, and Mr. Johnson. Nays; none. Ms. Vieth was absent. Motion carries.

Respectfully submitted,

Rob Schuler, Secretary

Bonnie Quirke, President