

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

March 14, 2016

Call to order: The regular meeting of the Cook Memorial Public Library District was held on Tuesday, March 14, 2016 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: Tom Milowski, Rob Schuler (via conference call), Jim Larson, Ann Oakley and Nate Johnson. Wendy Vieth was absent.

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

Mr. Larson made a motion, seconded by Ms. Oakley, to allow Trustee Schuler to participate in the meeting electronically via conference call. Mr. Schuler is away on business and cannot attend in person. Roll call was as follows: Ayes; Mr. Milowski, Mr. Larson, Ms. Quirke, Ms. Oakley, and Mr. Johnson. Nays; none. Motion carries.

Ms. Vieth joined the meeting immediately following the motion at 6:32 p.m.

Public comment: None.

Approval of the Minutes: Ms. Oakley made a motion, seconded by Mr. Larson to approve the regular meeting minutes of February 16, 2016. Roll call was as follows: Ayes; Mr. Milowski, Mr. Schuler, Mr. Larson, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Motion carries.

Ms. Oakley made a motion, seconded by Mr. Larson to approve the closed session meeting minutes of February 16, 2016. Roll call was as follows: Ayes; Mr. Milowski, Mr. Schuler, Mr. Larson, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Motion carries.

Approval of the Bills: Mr. Milowski made a motion, seconded by Mr. Larson, to approve the Bills Paid Report from February 12, 2016 through March 10, 2016 in the amount of \$591,214.61. Roll call was as follows: Ayes; Mr. Milowski, Mr. Schuler, Mr. Larson, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Motion carries.

Report of the Director: Mr. Archer announced that February had been a successful month. Visitor counts were up 16% and circulation numbers were up 7 ½ %. He reported that patrons are navigating back towards hard books and co-existing quite nicely with e-books but not at the expense of e-books. He also reported on the debut of new podcasts that showcase staff reviews of new titles as well as discussions on authors, movies and music. The podcasts, which are produced by librarian Nate Gass using audio equipment from the Digital Studios, can be listened to via the Library website or iTunes. Lastly, Mr. Archer reported that the library continues its

long standing partnerships with School Districts 70 and 73 to promote Youth Art Month with hundreds of pieces of artwork from schools in the Libertyville and Hawthorn Districts currently on display at both library locations. Nearly 700 people attended the opening reception of the fifth annual “ArtEffects” student art show on March 2 at the Cook Park Library. Nearly 1,000 people are expected to attend the Hawthorn District 73 Art Show opening on March 18 at the Aspen Drive Library.

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

Report of the President: Ms. Quirke announced that she had been approached by the Civic Center Foundation about volunteering at the wine booth during Libertyville Days this year and asked the trustees if they would like to participate again. After a brief discussion, all the board members agreed to do it.

REPORTS OF COMMITTEES AND REPRESENTATIVES

Finance and Employee Practices: Mr. Milowski had nothing to report. Mr. Schuler reported on his attendance at the TIF meeting for the Milwaukee Ave./Rt. 60 Project. The Village of Vernon Hills hopes to have this project completed by 2018.

Policy Review: Ms. Oakley announced that the committee had a meeting on Wednesday, March 9, 2016 and that there will be revised policies to approve at the April board meeting.

Building and Grounds: No report.

Development Committee: No report.

Resources, Services and Long Range Planning: Mr. Johnson reported that the next step for the Aspen Drive expansion is to meet with the Finance Committee to determine what the potential costs might be and how the project would be funded.

Technology: No report.

Libertyville Parking Commission Representative: No report. There is a meeting tomorrow night on 3/15 that she will attend. More information will be forthcoming at the April meeting.

Friends Representative: Mr. Johnson reported that the Friends had a meeting to discuss the upcoming book sale and that everything is on track.

RAILS Representative: No report.

Historical Society Representative: Mr. Archer reported that the Village of Libertyville will be coordinating the removal of two unused smokestacks from the Cook House. Work is scheduled within the next six weeks and will require two large cranes to be placed on/near library property. Temporary closure of the library's south driveway to the garage will be needed during the project.

Other Business: None.

Communications: None

Public questions: None.

Adjournment: Mr. Larson made a motion, seconded by Mr. Johnson, to adjourn the meeting. Having no further business, the meeting was adjourned at 6:59 p.m. Roll call was as follows: Ayes; Mr. Milowski, Mr. Schuler, Mr. Larson, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Motion carries.

Respectfully submitted,

Rob Schuler, Secretary

Bonnie Quirke, President