

Lake Forest Library Board of Trustees
360 E Deerpath Road, Lake Forest, IL 60045
Regular Meeting (Remote Access) Minutes
7:30 p.m. June 8, 2021

CALL TO ORDER

President Wendy Darling called the meeting to order at 7:32 p.m. with the following statement:

This meeting of the Lake Forest Library Board is being held as a virtual meeting because the Illinois Governor has declared the COVID-19 pandemic a disaster and it is not practical or prudent for in-person meetings. The Director of Operations is on-site at the Library for this meeting and may be reached by calling 847.810.4602. This meeting is being recorded and the recording posted on the Library website.

ROLL CALL/CONFIRMATION OF ABILITY TO HEAR PROCEEDINGS

Trustees Present: Germaine Arnson, Bryan Bertola, Wendy Darling, JoAnn Desmond, Elizabeth Grob, John F. Johnson, Andrea Lemke, David Rose, and Carrie Travers. All yeas. 9 trustees in attendance, a quorum is present.

Staff Present: Catherine Lemmer, Library Director; Ed Finn, Head of Operations

OPPORTUNITIES FOR THE PUBLIC TO ADDRESS THE BOARD AND CORRESPONDENCE

All correspondence received was included in the Board packet and no one from the public wished to address the Board.

President Darling stated that the Library Board has received a petition with the following resolution:

'We, the undersigned residents of Lake Forest, Illinois, request that the Lake Forest Library immediately begin repairs on the library dome and the water-damaged murals. Additionally, we request that any library expansion plan and choices made regarding possible American with Disabilities Act (ADA) changes to the library be put aside until this (dome/murals) necessary and important work is completed.'

She read the following statement as the Library Board's response to the petition:

The Library Board finds both the wording and the apparent intent of the resolution inconsistent with the values of both the Library and the City of Lake Forest. It would be unthinkable that we have a Library that is foreclosed to some of our most vulnerable citizens. A central priority of the Library's capital improvement project is to ensure equitable and unhindered access to the Library for all Lake Forest citizens. The Library Board intends to continue its pursuit of that priority, working with the City of Lake Forest and other constituencies, to restore, repair and expand the facility to create a Library to be used and loved by future generations of Lake Foresters.

CALL FOR ADDITIONS TO THE AGENDA

None

CONSENT AGENDA

- A. Approval of the Agenda
- B. Approval of May 11, 2021 Meeting Minutes
- C. Approval of May 2021 Finance Report

Trustee Lemke made a motion, and Trustee Travers seconded, to approve the Consent Agenda as presented. All yeas. Motion carried with 9 yeas on a roll call vote.

DISCUSSION OF RESUMPTION OF IN-PERSON BOARD MEETINGS AND MEETING TIMES

After discussion about the possibility of changing the time of Board meetings, it was decided that Director Lemmer would poll the Board members, including new Board members who would be starting in July, to determine what time works best for everyone.

The Board engaged in a lengthy discussion about what is currently involved under Covid guidelines to move to in-person Board meetings. It was the consensus of the Board to wait for the Governor's upcoming announcement about Covid restrictions before a decision is made to meet in person. Director Lemmer stated that, given the Board's wishes to resume in person meetings as soon as it is safe to do so, she will explore possibilities and report back to the Board. It was acknowledged that there are several logistics that would need to be worked out, including a larger space to accommodate members of the public.

Trustee Rose also inquired about the possibility of a Board member who may be traveling for work being able to participate remotely in a Board meeting. Director Lemmer indicated that the current Bylaws do not permit remote participation. With Board members expressing interest in addressing this in policy or through its Bylaws, Ms. Lemmer indicated that she would follow up for the next meeting with specific information about this option.

DISCUSSION AND APPROVAL OF RFID PROJECT PROPOSAL

Ed Finn provided a comprehensive report in a PowerPoint presentation about the process involved in the selection and rating of RFID vendors by the Committee to arrive at a recommendation. The Committee included library staff, OSG, and Trustee John Johnson. The Library received five proposals of which three were selected for virtual interviews in April and May. Mr. Finn provided comparative data and costs related to the three vendors: Bibliotheca, Envisionware, and TechLogic. He shared the rationale for the Committee's recommendation for selecting Bibliotheca as its preferred vendor with support from Library Works Backstage for the initial tagging of the collection of 120,000 plus items. Mr. Finn and Director Lemmer answered

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several Board questions and described future possibilities for significant efficiencies with this technology.

Trustee Johnson moved, and Trustee Arnson seconded, to support the staff recommendation to move ahead to develop a contract with Bibliotheca based on the presentation and the packet information. All yeas. Motion carried with 9 yeas on a roll call vote.

MOVE TO EXECUTIVE SESSION

Trustee Travers moved, and Trustee Arnson seconded, to move to Executive Session pursuant to Illinois Compiled Statutes, 5 ILCS 120/2(21), approval, discussion, and review of minutes of meetings lawfully closed under the Illinois Open Meetings Act. All yeas. Motion carried with 9 yeas on a roll call vote to enter Executive Session at 8:25 p.m.

RETURN TO OPEN SESSION

President Darling called the meeting to order in the return to open session at 9:12 p.m. Trustees present for roll call vote: Germaine Arnson, Bryan Bertola, Wendy Darling, JoAnn Desmond, Elizabeth Grob, John F. Johnson, Andrea Lemke, David Rose, and Carrie Travers. All yeas. 9 trustees in attendance, a quorum is present.

APPROVAL OF RECOMMENDATION REGARDING MINUTES OF EXECUTIVE SESSIONS HELD ON FEBRUARY 1, APRIL 13, AND MAY 4, 2021 REVIEWED PURSUANT TO 5 ILCS 120/2.06

Trustee Arnson moved, and Trustee Travers seconded, to:

- Approve the Executive Session minutes of February 1, 2021, April 13, 2021, and May 4, 2021.
- To keep the February 1, 2021 and May 4, 2021 Executive Session meeting minutes closed as the Board finds the need for confidentiality still exists as provided under 5 ILCS 120/2(c)(11).
- To open the April 13, 2021 Executive Session meeting minutes as the Board finds there is no need for confidentiality.
- To destroy the audio recordings of the board meetings held on February 1, 2021, April 13, 2021, and May 4, 2021, as the Library Board finds the minutes are sufficient to permit the destruction of the audio recordings on the first day of the 19th month following the date of the meeting. All yeas. Motion carried with 9 yeas on a roll call vote.

DISCUSSION OF CAPITAL IMPROVEMENT PROJECT

President Darling provided an update regarding the Burges and Burges telephone survey that took place between May 11 and May 16 with a sample of 400 adult Lake Forest residents. The results were positive and supportive of the Library. There will be a formal presentation of the findings at a future date.

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Trustee Darling also shared that the next phase with Burges and Burges is the resident survey. She indicated that there were some logistical issues trying to determine the best way to provide a link to the public. Until the logistics are resolved, President Darling stated that the Library will not move forward with the survey. She did indicate that one thing the Board did learn from the telephone survey is that 41% of those surveyed indicated that they were not very informed or not informed at all about the Library Capital Improvement Project. The next step is going to be about better informing the public about the project moving forward.

NOMINATING COMMITTEE REPORT ON SLATE OF OFFICERS FOR 2021-2022

Trustee Rose presented a summary of the work and recommendations of the Nominating Committee members, consisting of Trustees Darling, Travers, and Rose. The Nominating Committee submitted the following slate of officers to serve for 2021-2022:

President – John F. Johnson
Vice President – Bryan Bertola
Secretary – Elizabeth Grob
Treasurer – Andrea Lemke

President Darling moved, and Trustee Desmond seconded, to elect the slate of officers as presented by the Nominating Committee for 2021-2022. All yeas. Motion carried with 9 yeas on a roll call vote.

LIBRARY DIRECTOR REPORT

In the Board packet, Director Lemmer updated the Board on Library services, Gifts to the Library, Administration and Operations, Strategic Initiatives, Performance Measures through April 2021, and Program Snapshots. She reported that the Library restored its hours to pre-Covid and services are provided within the guidelines of the CDC and Illinois Department of Health.

Ms. Lemmer indicated that they are filling a gap in staffing needs by hiring Sameer Notta as its Finance Officer. She also shared that the Youth Services staff has committed to a yearlong educational and enrichment challenge – *Project READY: Equity and Access for Diverse Youth*. Director Lemmer described some of the accomplishments and good work of the Library and responded to a Trustee question by explaining about the very popular StoryWalk™ Program.

Director Lemmer acknowledged that the Board only gets to hear the angst from the community about the capital improvement project but not about all the very positive comments that she and staff hear from community members who share their appreciation for the good work that the Library is doing for them and their families. She wanted the Board to know some of the positive feedback they are hearing about programs and services.

INCOMING PRESIDENT'S REMARKS

On behalf of the Library Board and Administration, incoming President Johnson expressed appreciation to Trustees Wendy Darling, Carrie Travers, and David Rose for their service. He acknowledged the work of each retiring Board member with specific references to their leadership and their many individual contributions to the Library.

To learn more about each of the retiring Board members, Trustee Johnson contacted two former Board members and Presidents, Todd Puch and Ron Levitsky. Both former Library Presidents were very complementary about each of the retiring Board members with whom they worked with on the Board. Ron Levitsky sent a written statement and shared about the challenging process of engaging in the Library Capital Improvement Project with open and honest discussion of ideas despite differences of opinions. Ron acknowledged how Wendy, Carrie, and David worked wholeheartedly and collaboratively to meet the difficult challenges head on. He further stated that over the years he has served on many committees, but he has rarely encountered the same devotion to service and community that he did with them. They balanced hard work with cooperation and a great sense of humor. He stated that he is sure they will be missed on the Board and appreciated the opportunity to share how much he enjoyed working with Carrie, David, and Wendy.

Incoming President Johnson stated that the retiring Board members have all been role models for us and we will do our best in carrying out what they have shown us in our Trustee duties in the coming years. He ended by inviting the retiring Trustees to not be afraid to call us if we could be doing a better job and thanked them for their service.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

No new business.

ADJOURNMENT

Trustee Rose made a motion, seconded by Trustee Travers, to adjourn the meeting at 9:33 p.m. 9 years, motion carried.

Upcoming Meeting: Regular Board Meeting, July 13, 2021

/s/ JoAnn Desmond (signed electronically due to COVID-19 pandemic)

JoAnn Desmond, Secretary

Minutes approved by the Board on July 13, 2021.