

Lake Forest Library Board of Trustees
360 E Deerpath Road, Lake Forest Illinois 60045
Regular Meeting Minutes
7:30 p.m., July 13, 2021

CALL TO ORDER

President John F. Johnson called the meeting to order at 7:30 p.m. in the City Council Chambers, City Hall, 220 E. Deerpath Road, Lake Forest, IL.

ROLL CALL

Trustees Present: Germaine Arnson, Bryan Bertola, Jim Clifton, Elizabeth Grob, John F. Johnson, Andrea Lemke, Sue Shattock, and Heather Strong.

Trustees Absent: JoAnn Desmond

8 trustees in attendance, a quorum is present

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

PRESIDENT'S REMARKS

President Johnson welcomed the Board back to in-person meetings. He reminded us of our strategy and goals for the year:

1. Enhance user experience at the Library
2. Ensure access to technology and related educational opportunities
3. Improve Library spaces to insure accessibility and desired functionality
4. Enhance the awareness of the Library's role as a community connector
5. Invest in our Library employees

CALL FOR ADDITIONS TO THE AGENDA

None

APPROVAL OF THE AGENDA

Trustee Arnson made a motion, and Trustee Grob seconded, to approve the Agenda. Motioned carried by unanimous voice vote.

OPPORTUNITIES FOR THE PUBLIC TO ADDRESS THE BOARD

Romy Lopat, resident, expressed her interest in continuing her support of the Capital Improvement Project and the formation of an independent building committee. Susie Athenson, President, Lake Forest Preservation Foundation, offered assistance and guidance to the Capital Improvement Project.

CORRESPONDENCE REPORT

No comments on the Correspondence Report

CONSENT AGENDA

- A. Approval of the June 8, 2021 Meeting Minutes.
- B. Approval of June 2021 Financial Report.
- C. Approval of board meeting remote attendance bylaw amendment.

Trustee Lemke made a motion, and Trustee Arnson seconded, to approve the Consent Agenda as presented. Trustees Arnson, Bertola, Grob, Johnson, Lemke, and Shattock voted to approve the motion (6 yea votes), and Trustees Clinton and Strong abstained (2 abstention votes). Motion carried with a roll call vote.

FACILITIES: DISCUSSION OF KASIAN ROOM HVAC REPAIR

Ed Finn presented updated information on the HVAC unit and coil unit replacement for the Kasian Room. A third bid did not arrive by the Board meeting time, so no action was taken by the Board. He answered questions pertaining to effects on other parts of the building, and location/size of unit. The action was delayed to the August meeting to give the Library Staff more time to gather additional bids.

COMMITTEE AND LIAISON ASSIGNMENTS

President Johnson presented Committee and Board Liaison appointments for 2021-2022.

- Finance Committee: Andrea Lemke, Treasurer, Jim Clifton
- Friends of Lake Forest Library Liaison: Elizabeth Grob, Secretary
- The Lake Forest Library Foundation Liaison: Germaine Arnson
- West Side Study Group: JoAnn Desmond

DISCUSSION OF CAPITAL IMPROVEMENT PROJECT

Ed Finn presented a "Capital Improvement Project Poll Results Overview" that summarized the work done by Burges & Burges. His summary included a brief overview of the sampling process of 400 adults in Lake Forest from May 11-16, 2021. The key findings from the poll centered around the 5 major topics of usage, awareness of Library needs, priorities, cost, and support of an expansion.

Usage and Awareness:

More than half use the Library, but a noteworthy 42% do not
More than half consider themselves to be informed about the Library

Priorities:

Continued remediation of mold
ADA compliance
New, unified HVAC
Restore historic spaces and artwork
Upgrade technology

Cost:

Project viewed favorably if 40% of funding comes from private donations
Estimated cost of the project (\$6.25/month for 20 years) considered manageable
Support for architecturally appropriate addition to the Library

Support of an expansion:

Beginning of Survey: 59% were "Definitely For" or "Probably For" the Library
Repair and Expansion Project

End the Survey the percentage for increased to 65%

Beginning of Survey: 30% were "Undecided" on the Library Repair and Expansion
Project

End of Survey the percentage decreased to 22%

Beginning of Survey: 6% were "Definitely Against" the Library Repair and
Expansion Project

End of Survey the percentage increased to 7%

Trustee Clifton asked for more information on the definition of "usage of the Library" and the age of Lake Forest residents completing the survey. Trustee Strong wanted clarification on the content of the survey and the demographics of the participants. Trustee Shattock thought the survey was a good starting point in understanding public opinion around the Library project. Director Lemmer stated the next step in the process is to conduct an educational campaign. Discussion will continue on this topic.

President Johnson established a Building Committee to continue discussions on this complex project. Trustees include Bryan Bertola, Vice President, and Heather Strong.

LIBRARY DIRECTOR REPORT

In the Board packet, Director Lemmer provided the Fiscal Year 2021 Year End Report. She discussed the positive actions the Library took to enable the community to "use" the Library during the COVID pandemic. She noted the Library was closed for only 5 weeks during the early stages of the pandemic, and that the Library staff has continued to work creatively to provide service during the rest of the pandemic stages. The Library statistics are returning to pre-COVID numbers. Director Lemmer suggested to Cathy Czerniak, Director of Community Development for the City of Lake Forest, that the Executive Directors of Lake Forest organizations meet to discuss the opportunity for a large, signature community event and other collaborations.

Trustee Grob asked about the damage of the sculpture on the front lawn. Trustee Arnson asked about the acceptance of art and sculpture donations to the Library. Director Lemmer stated that the Board decides the acceptance and continued ownership of donated items. She will be presenting more information to the Board in the near future.

Lake Forest Library Board of Trustee
Regular Meeting Minutes
July 13, 2021

UNFINISHED BUSINESS

No unfinished business.

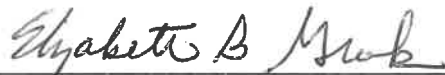
NEW BUSINESS

No new business.

ADJOURNMENT

Trustee Arnsen made a motion, seconded by Trustee Grob, to adjourn the meeting at 8:28 p.m. Motion carried by unanimous voice vote.

Upcoming Meeting: Regular Board Meeting, August 10, 2021



Elizabeth Grob, Secretary

Minutes approved by the Board on August 10, 2021.