

LAKE FOREST LIBRARY BOARD OF TRUSTEES
360 East Deerpath Road, Lake Forest, IL 60045
Tuesday, February 14, 2023
Regular Meeting

CALL TO ORDER

President John Johnson welcomed all and called the meeting to order on February 14, 2023, at 6:35 p.m. in the Kasian Room, Lake Forest Library.

ROLL CALL

Trustees present: Bryan Bertola, Jim Clifton, JoAnn Desmond, Josh Jackson, Andrea Lemke, John F. Johnson, Sue Shattock, Bob Shaw and Heather Strong. Nine Trustees in attendance; a quorum was present.

Library Staff present: David Seleb, Interim Director, Heidi Kreuger, Head of Patron Services, Jim Lee, Facilities Manager and Sameer Notta, Finance Officer.

PRESIDENT'S REMARKS

President Johnson welcomed David Seleb, Interim Director as of January 9, and thanked him for getting up to speed so quickly. President Johnson also noted that we are entering the 125th year of the Library's founding and look forward to working with Library staff to develop celebrations for all patrons. He urged everyone to visit the Library website for a myriad of content related to the anniversary.

CALL FOR ADDITIONS TO THE AGENDA

None.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

The Board was given a printed copy of an email sent to each Trustee (as of 4:19pm) from Rommy Lopat, regarding Agenda Item 12. This is the Library's response to the recent settlement agreement between the city and the developer of the 705 Building (adjacent to the Library to the north), approved by the City Council last Oct. Ms. Lopat urged the Library to continue to challenge this agreement, despite legal advice to the contrary.

CORRESPONDENCE AND INFORMATION REPORT

No comments.

APPROVAL OF THE CONSENT AGENDA

Trustee Shaw suggested regarding item (b), we include a closing statement each month as follows: "Minutes submitted for approval by the Board on" (next meeting's date). This makes clear that each meeting's Minutes are only submitted but not approved until the subsequent Board meeting. Trustee Desmond made a motion, seconded by Trustee Jackson, to approve the Consent Agenda with this revision (omnibus vote on matters 7(a)-(d):

- a. Approval of the February 14, 2023, Agenda
- b. Approval of the December 13, 2023, Regular Meeting Minutes
- c. Approval of the December 2022 Financial report
- d. Approval of the January 2023 Financial Report

The motion passed unanimously on a roll call vote.

COMMITTEE REPORTS

Trustee Clifton of the Finance Committee noted that the preliminary 2024 budget was developed with staff and analysis of historical input and future trends and is not materially different from previous years. The budget could increase if reserve funds are transferred to cover Dome completion costs which are not realized or paid until FY 2024. Trustees will continue to discuss and refine the budget until it is finalized and approved in the April Board meeting.

There was discussion regarding the Library's ongoing maintenance needs: heating, electrical upgrades, elevator, flooding, etc., which emerge frequently given the age of the building. Funds have been reserved in the budget for a new chiller, and a comprehensive MEP (Mechanical, Electrical and Plumbing), which would document the labyrinthine systems we currently have, provide drawings which currently do not exist, and become the foundation for future systems upgrades. Trustees agreed these issues should also be folded into the discussions around the new strategic plan which could include a study of future capital needs and reserves to fund.

Trustee Bertola of the Building Committee shared that the Dome preconstruction meeting is March 6, and our permit has been approved. Regarding ongoing maintenance, Pasquesi Plumbing is investigating lower-level flooding and the best way to ensure no further issues arise prior to Spring rains.

Trustee Strong gave an update on the mural restoration project, which can be restarted once the Dome is completed and secure. The murals must be restored in situ so we cannot risk water damage. We have a proposal from The Art Objects Conservation Lab.

125th ANNIVERSARY CELEBRATION

The Committee includes staff members David Seleb, Heidi Krueger, Joy Schmoll, Trustees Johnson and Strong, and Friends of Lake Forest Library Board members Pam Plonsker and April Tomsidis. The plan so far is for 3 celebrations, each led by a different group of stakeholders: In the spring the Civic Orchestra and High School Honors Society will lead, in the summer the Library will lead a family event on the lawn, and in the fall the Friends of Lake Forest Library will lead an event. New city car stickers issued in the Spring will feature the 125th Anniversary logo.

STRATEGIC PLANNING COMMITTEE DISCUSSION

Trustee Shaw led the discussion around development of the new plan to take effect early 2024. For input Trustees discussed the need to measure performance against existing Plan goals and conduct new consumer research (qualitative and quantitative) around how our patrons use the library and its services/space and how they might like to experience the Library in the future. This could include input from libraries across the state and country that have recently evolved to meet new consumer needs. As discussed earlier, the Strategic Plan should also include a Capital Reserve Study, to holistically address equipment and systems life, space planning and expansion plans. Trustee Shaw recommended the Committee include members of the public,

Friends, staff and local educational representatives, and Trustees. Critically, the new Executive Director once hired, should be central to this committee.

SETTLEMENT AGREEMENT REGARDING PARKING SPACES

President Johnson shared that Library Counsel informed us there is no legal basis for the Library to regain the parking spaces lost in the settlement agreement between the developer and the city. Rommy Lopat's challenge to this view has been forwarded to Library Counsel for their opinion.

LIBRARY OPERATIONS REPORT

Trustees welcomed new full-time Adult Services Librarian Lydia Frank, who comes to us from Ogden UT. Among her new responsibilities will be helping with the Read Between the Ravines April event.

SEARCH COMMITTEE UPDATE AND DISCUSSION

Trustee Desmond announced that the Committee will meet on February 21 to review 5 semi-finalists recommended for further interviewing, with an eye to narrowing candidates to 2 or 3 finalists. Given the pending development of the Strategic Plan, Trustees agreed each candidate should be asked about their experience with such planning and any recommended processes.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Trustee Desmond suggested that the Board get to know Library staff better by inviting representative(s) from each department to our Board meetings to talk about what they do and share their insights as to what our patrons want. Aside from improving our understanding of the Library activities and programs it might also provide useful input into our Strategic Plan development.

ADJOURNMENT

Trustee Desmond made a motion, seconded by Trustee Jackson to adjourn. The motion passed unanimously on a voice vote. The meeting was adjourned at 7:54 p.m.



Sue Shattock, Secretary
Minutes submitted for approval by the Board on March 14, 2023.