

## **LAKE FOREST LIBRARY BOARD OF TRUSTEES**

360 East Deerpath Road, Lake Forest, IL 60045

Tuesday, May 9, 2023

Regular Meeting

### CALL TO ORDER

President John Johnson welcomed all and called the meeting to order on May 9, 2023, at 6:31 p.m. in the Kasian Room, Lake Forest Library.

### ROLL CALL

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

Library Staff present: Ishwar Laxminarayan, Executive Director, Joy Schmoll, Head of Communications, Jim Lee, Facilities Manager, Lorie Rohrer, Head of Youth Services, Sameer Notta, Finance Officer and Choosri Goebel, Assistant Head of Circulation.

### PRESIDENT'S REMARKS

President Johnson announced that the City Council approved 3 reappointments to the Library Board for another 3-year term: Bryan Bertola, JoAnn Desmond, and John F Johnson. President Johnson also shared highlights from his review of all minutes starting with the Library's founding in 1898. Tonight's meeting completed the 1990's, which included many of the same issues we face today: renovations, repairs and innovations (Reading and Reference room, leakage from the courtyards, introduction of the Internet and public desk top computers, respectively).

### CALL FOR ADDITIONS TO THE AGENDA

None.

### OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None.

### CORRESPONDENCE REPORT AND PATRON COMMENTS

None.

### APPROVAL OF THE CONSENT AGENDA

Trustee Shaw made a motion, seconded by Trustee Desmond, to approve the Consent Agenda (omnibus vote of matters 7(a)-7(e):

- a. Approve May 9, 2023 Agenda
- b. Approve April 11, 2023 Regular Meeting Minutes
- c. Approve March 14, 2023 Special Meeting Minutes
- d. Approve March 23, Special Meeting Minutes
- e. Approval April 2023 Financial Report.

Item 7b was revised to correct the spelling of Rommy Lopat's name and to reflect that the Design Institute is organized by Library Journal in Durham, NC.

Item 7c was revised to reflect that the Trustees moved to closed session to "discuss candidates for the Executive Director position." These minutes were also amended to reflect that Trustee Desmond made a motion, seconded by Trustee Clifton, to close the meeting and that the motion passed unanimously. The meeting concluded at 7:02 p.m.

Trustee Jackson made a motion to approve the Consent Agenda, seconded by Trustee Desmond. The motion passed unanimously on a roll call vote.

## COMMITTEE REPORTS

### BUILDING COMMITTEE

Trustee Bertola of the Building Committee is confident that much of the Dome repair should be completed by the 125<sup>th</sup> anniversary although the scaffolding will still be up through August. The work is highly weather dependent, which will continue to be the case. All is proceeding as planned, with weekly site reports being shared by Wiss, Janney, Elstner Associates (WJE). There are some rotted battens and limestone pieces that need replacing and were not originally known and accounted for. Where bricks need swapping the contractor will match the mortar so the repair will be seamless.

### STRATEGIC PLAN

Trustee Shaw updated the Board on the Strategic Planning process which is underway. All agreed patron input is needed, and to that end the City will be sending out the Community Survey (last conducted 2016), for which we and Library staff can provide input. While this is a broad survey that includes all city services, it can provide useful baseline data. Trustee Shaw also recommended qualitative research to understand what kind of experience Library users want to have going forward, which will be quite different post-pandemic. Working with Director Laxminarayan, Trustee Shaw will be developing a plan for focus groups among users and non-users (all demographics), Staff, affinity groups, etc.

As a means to include building needs and opportunities into the Strategic Plan, Trustee Bertola shared a simple schematic which overlays structural issues (preservation, drainage, etc), with space challenges (accessibility, underutilized spaces, programming needs) which the Board discussed. All agreed the Strategic Plan must lay out the Library's vision for the future, which will have implications for the building. What is urgently needed is an as-built MEP (Mechanical, Electrical, Plumbing) study to analyze and manage current systems. Jim Lee, Facilities Manager, agreed this baseline is needed and would be the foundation for future modifications. President Johnson requested Library staff provide a recommendation so this can proceed.

### LIBRARY OPERATIONS REPORT

Executive Director Laxminarayan noted that he is well into his first week and settling in, and Staff support has been excellent. He plans to spend his first 3 months listening to all

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constituencies to better understand the Library's role in the community now and going forward. To that end, he will conduct meet and greet sessions in the rotunda for June.

UNFINISHED BUSINESS

None.

NEW BUSINESS

President Johnson announced that a Nominating Committee for Board officer positions has been formed and includes himself, Andrea Lemke and Bob Shaw. Committee members will be contacting Board members to determine roles in the near future.

ADJOURNMENT

Trustee Shaw made a motion, seconded by Trustee Desmond, to adjourn. The motion passed unanimously on a voice vote. The meeting was adjourned at 8:24 p.m.



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Sue Shattock, Secretary

Minutes approved by the Board on June 13, 2023