

March 22, 2016

Minutes of the regular meeting of the Board of Library Trustees of the Village of Oak Park, Illinois held on Tuesday March 22, 2016 in the Scoville Room of the Main Library. The meeting was called to order at 7:30 p.m. by President Baron.

1. **Roll Call and Call to Order**

Present: Library Trustees Baron, Foss, Fox, Fruth (8:30 p.m.), Kelenson and Samuels

Absent: Library Trustee Millan

Also present: David Seleb, Executive Director; Jim Madigan, Deputy Director for Capacity and Infrastructure; Robert Simmons, Manager for Community Resources; Lori Pulliam, Manager for Experiences and Initiatives, Public Services; Eric Battaglia, Manager for Experiences and Initiatives, Digital Services; Elizabeth Marszalik, Manager for Experiences and Initiatives, Materials Services; Jodi Kolo, Manager for Communication Services; Jennifer Norborg, Assistant Manager for Children's Services; Alexandra Skinner, Assistant Manager for Adult and Teen Services; Martyn Churchouse, Assistant Manager for Branch and Access Services; Jerica Copeny, Assistant Manager for Digital Services; Kathleen Spale, Assistant Manager for Materials Services; Leigh Tarullo, Curator for Special Collections; Mary Rose Lambke, observer from the League of Women Voters of Oak Park River Forest; and Rita Earle, Office Manager

2. **Approval of Minutes**

Ms. Fox moved approval of the minutes of the regular meeting of the Board of Library Trustees held on Tuesday, January 26, 2016. Mr. Foss seconded the motion. Ayes: all.

3. **Trustee Comments and Board Calendar**

Ms. Fox said the Collaboration for Early Childhood is hosting a major fund-raising event, Good Life Race, on April 10, 2016 and they are looking for volunteer assistance in various roles. She noted that she volunteered at last year's event, but is unable to do so this year. This is a good opportunity for Library Trustee participation in the efforts of the Collaboration.

Ms. Fox also commented that she is impressed by the new layout of materials on the second floor; she finds it very open, clean, and easy to use.

Mr. Baron asked that Trustees consider hosting another Board meeting in the Community Space this year. While all meetings are open to the public, Mr. Baron feels that that space is more open and visible than the Scoville Room.

Mr. Seleb and Trustees reviewed the Board Calendar. Mr. Seleb will add A Day in Our Village, scheduled for June 5 this year.

Mr. Foss gave a slide presentation and discussed his recent trip to Cuba with a number of past and current representatives of the American Library Association. Mr. Foss delivered a letter from Oak Park Public Library Executive Director David Seleb to the Director of the Jose Marti National

Library of Cuba. He was also pleased to meet Marta Terry Gonzalez, an Afro-Cuban librarian and former director of the Jose Marti National Library. Ms. Gonzalez was instrumental in the development of public libraries in Cuba and Mr. Foss recommends her biography *“Roots and Flowers: The Life and Work of Afro-Cuban Librarian Marta Terry Gonzalez”* by Abdul Alkalimat and Kate Williams.

Mr. Foss said that Cuban libraries he toured are rich in history and culture, although lacking in resources for new materials. There is a lot of opportunity for development and cultural exchange with Cuban libraries. In addition to opportunities for public libraries, the graduate library schools at Dominican University and the University of Illinois are engaged in initiatives with Cuban libraries.

Mr. Foss believes that Oak Park Public Library, with the help of the American Library Association, might be able to offer collection support to a library or libraries in Cuba.

4. **Visitor Comments**

Mary Rose Lambke, observer from the League of Women Voters of Oak Park River Forest, said that Children’s Services Assistant Manager Jennifer Norborg is bringing the Paperback Rider book bike to the League’s “Mothers and Others for Peace” event on May 7. This event, which refocuses on the original idea behind the Mothers’ Day holiday, will be held from 11 a.m. to 12 p.m. at Mills Park.

5. **Staff Reports**

a. **Robert Simmons, Manager for Community Resources**

Mr. Seleb introduced Robert Simmons, new Manager for Community Resources.

Mr. Simmons reported that he had started on March 7 with a new outreach based integrated referral model. He said that he was a bit surprised at the large number of library patrons that need this kind of assistance and has had many fruitful interactions with both patrons experiencing homelessness and with teen patrons.

Mr. Simmons said he plans to meet with department leaders over the next several weeks to explore their understanding of areas of need and ideas to address those needs.

Mr. Baron suggested Mr. Simmons also meet with the wider community about his work. Ms. Fox said that the Collaboration for Early Childhood is very interested in working with Mr. Simmons in getting resources to at-risk families with young children.

b. **Introductions of Library Assistant Managers**

Mr. Seleb introduced Library Assistant Managers Jennifer Norborg, Children’s Services; Leigh Tarullo, Curator for Special Collections; Jerica Copeny, Digital Services; Alexandra Skinner, Adult and Teen Services; Kathleen Spale, Materials Services; and Martyn Churchouse, Branch and Access Services. Each discussed their areas of practice and highlighted current and ongoing projects within their departments and collaboration across all library departments.

6. **Financial Reports**

a. **Disbursement for January 2016**

Mr. Samuels moved approval of disbursements for January 2016. Mr. Foss seconded the motion. Ayes: all.

A copy of *Resolution on Disbursements, January 2016* is attached to these minutes as Appendix I.

b. **January 2016 Financial Reports**

Trustees reviewed bank balances and the Statement of Income and Expense for January 2016.

c. **Disbursements for February 2016**

Ms. Fox moved approval of disbursements for February 2016. Ms. Kelenson seconded the motion. Ayes: all.

A copy of *Resolution on Disbursements, February 2016* is attached to these minutes as Appendix II.

d. **February 2016 Financial Reports**

Trustees reviewed bank balances and the Statement of Income and Expense for February 2016.

7. **Unfinished Business**

a. **Agreement with Hemingway Foundation on Hemingway Archives**

Mr. Seleb said that *Agreement to House Hemingway Archives* was presented last month to Library Trustees for their review. The Hemingway Foundation Board approved the agreement at their last meeting, and Library Trustees are asked to take action this evening.

Ms. Kelenson moved that the Executive Director be authorized to execute the *Agreement to House Hemingway Archives*. Mr. Samuels seconded the motion. Ayes: all.

A copy of *Agreement to House Hemingway Archives* is attached to these minutes as Appendix III.

8. **New Business**

a. **School District 97 Multicultural Center Collection**

Mr. Seleb said that for some time now, Oak Park School District 97 has been looking for a new home for their Multicultural Center Collection because of a need for additional instructional space. Mr. Seleb said that he has been in contact with school Superintendent

Dr. Carol Kelley regarding the Library's interest in possibly bringing this collection to the Dole Branch Library. There are approximately 18,000 items in this collection and much discussion remains regarding what changes might need to be made at Dole Branch to accommodate the collection.

There was discussion of the need to curate, grow, and maintain this collection. If Oak Park Public Library did take over this collection, it would be more accessible to the community at large.

9. **Reports**

a. **Executive Director – Library Effectiveness**

Mr. Foss said that he likes the new manager reporting format that follows the strategic plan priorities.

Ms. Kelenson asked if our facilities study will address the needs of Maze Branch in terms of the possible widening of the Eisenhower Expressway. Mr. Samuels pointed out that currently there is no money available for this project and it is unclear when funds will become available. Mr. Seleb agreed that the Library needs to keep this issue in mind when planning for the future of the Maze Branch Library.

A copy of the Executive Director's report is attached to these minutes as Appendix IV.

b. **Deputy Director – Library Capacity and Infrastructure**

Mr. Madigan said he had nothing to add to his report.

A copy of the Deputy Director's report is attached to these minutes as Appendix V.

c. **Managers – Experiences and Initiatives**

A copy of the report of the Managers of Experiences and Initiatives is attached to these minutes as Appendix VI.

d. **Library Statistics**

Trustees reviewed *Oak Park Public Library Use Statistics* for the months of January and February 2016.

e. **Friends of the Library**

Ms. Kelenson reported on the Friends of the Library Executive Board meeting held on March 21. Initially this meeting was to be their annual meeting but the candidate originally slated for election as new President of the Friends Executive Board was unable to attend the meeting. Other members did not feel comfortable moving forward with the election of officers without his presence, so the Annual Meeting and election of officers will take place

in May. Ms. Kelenson said that she would be unable to attend that meeting. Mr. Samuels said that he would attend in her place.

f. **Legislative, Government Activity (Council of Governments, I-Gov, Illinois General Assembly, ILA Public Policy Committee)**

Since Mr. Seleb and Mr. Baron will already be gone to the Public Library Association Conference in Denver on April 6, Mr. Madigan and Ms. Fox will represent the Library at the next Council of Governments meeting on that day.

There was discussion of the Park District of Oak Park's feasibility study for a new Community Center. Mr. Foss asked if he should continue to represent the Library Board on the Park District's Community Center Task Force. It was consensus that he should do so.

Mr. Seleb reported on an Oak Park Public Library focus group with library leadership on the issue. As the Park District is a primarily fee-based organization and the Library is not, focus group participants made it clear that this difference in service models would need to be considered when planning for programs and other use of spaces.

Ms. Kelenson reported that at the ILA-sponsored Legislative Luncheon, local legislators were very complimentary of Oak Park Public Library.

g. **Collaboration for Early Childhood**

Ms. Fox reported on the most recent meeting of the Collaboration for Early Childhood Care and Education where members expressed their happiness at the developing relationship with the Library and were very enthusiastic about the hiring of the Library's new Manager for Community Resources.

h. **Employment and Separation from Employment**

The report *Oak Park Public Library Employment and Separation from Employment Reported from January 21, 2016 through March 17, 2016* was included in Board packets.

10. **Closed Session**

a. **5 ILCS 120/2(c)(21): to review minutes of meetings lawfully closed under the Open Meetings Act**

Ms. Kelenson excused herself from the Closed Session and asked Mr. Fruth to act as Secretary Pro-Tem.

At 9:26 p.m. Mr. Fruth moved that the Board of Library Trustees adjourn to a closed session in accordance with 5 ILCS 120/2(c)(21): to review minutes of meetings lawfully closed under the Open Meetings Act. Mr. Samuels seconded the motion and a roll call vote was taken as follows:

Ayes: Trustees Baron, Fruth, Foss, Fox and Samuels

Nays: None

Absent: Trustees Kelenson and Millan

11. **Open Session**

At 9:32 p.m. the Board of Library Trustees returned to open session

a. **Approve Selected Closed Session Minutes**

Ms. Fox moved that minutes of the following Executive Sessions be approved:

February 18, 2014
March 18, 2014
September 16, 2014
June 16, 2015

Mr. Foss seconded the motion. Ayes: all

b. **Approve Release of Selected Closed Session Minutes**

Ms. Fox moved that minutes of the following Executive Sessions be released:

March 7, 2013
March 11, 2013
March 14, 2013
July 15, 2014
August 19, 2014

Mr. Samuels seconded the motion. Ayes: all.

c. **Approve Destruction of Selected Audio Recordings of Closed Sessions**

Mr. Samuels moved that the verbatim tapes of the 5 Executive Session meetings held during 2013 and 2014 be destroyed. Mr. Foss seconded the motion. Ayes: all.

12. **Adjournment**

There being no further business, at 9:35 p.m. Mr. Fruth moved adjournment of the meeting. Mr. Foss seconded the motion and the meeting was adjourned by acclamation.