

**Regular Board Meeting**  
**Thursday January 17, 2013 7:30PM**  
**MINUTES**

A. CALL TO ORDER

The regular meeting of the Board of Library Trustees of the Lincolnwood Public Library District was called to order by Vice President Fields at 7:39PM, on January 17, 2013, in the Library's Roehri Room.

B. ROLL CALL

**Trustees Present:** Berger, Fields, Gimbel, Martel, Beard (arrived 7:42PM), Klatzco (arrived 7:44PM)

**Trustees Absent:** Bartlett

**Staff Present:** Library Director Su Bochenski. Office Manager Amy Skrzypinski; Assistant Director/Head of Community Relations Julie Anne Nitz-Weiss; Head of Adult Services Gail Inman; Head of Technical Services, Shao-Chen Lin; Head of Youth Services Sharon Levine; Head of Circulation Vandana Sehgal; Adult Services Librarian Bill Halverson; Youth & Teen Services Librarian Sheila Cody.

**Visitors Present:** Linda Poulson, library trustee candidate; Donna Fletcher, strategic planning facilitator.

C. CONSENT AGENDA

ON A MOTION BY TRUSTEE MARTEL AND SECONDED BY TRUSTEE BERGER, AND WITH ALL TRUSTEES PRESENT VOTING "YES" WHEN THE ROLL WAS CALLED, THE ITEMS ON THE CONSENT AGENDA WERE APPROVED AS FOLLOWS:

- Approve Minutes of November 15, 2012 Regular Board Meeting as amended
  - The amendment consisted of removing a duplicate sentence at the top of page 2.
- Approve Minutes of January 10, 2013 Special Board Meeting
- Approve Minutes of November 27, 2012 Committee of the Whole Meeting
- Approve Financial Report for period ending 11/30/12
- Approve Financial Report for period ending 12/31/12
- Approve Disbursements for period 11/1/12 through 11/30/12 - Republic Bank NOW and Special COSTCO Purchases accounts
- Approve Disbursements for period 12/1/12 through 12/31/12 - Republic Bank NOW and Special COSTCO Purchases accounts
- Receive Reports of Standing Committees (none)

D. LIBRARY DIRECTOR'S REPORT

Library Director Bochenski referred to her own report and to the statistical reports for October and November 2012. She noted the library's involvement in the "Coming Together in Skokie" event series, and invited Trustees to the kickoff event on Sunday January 27, 2013 at 2:00PM at Niles West High School.

Office Manager Amy Skrzypinski, Head of Technical Services, Shao-Chen Lin, Head of Youth Services Sharon Levine, and Head of Circulation Vandana Sehgal, presented the highlights of their reports and answered questions.

E. REPORT FROM THE FRIENDS OF THE LIBRARY REPRESENTATIVE

Trustee Fields reported that the recent book sale resulted in income of \$2,873, which is higher than average for past book sales. The holiday party was a success, and library staff appreciated the “thank you” breakfast the Friends provided.

F. CORRESPONDENCE AND COMMUNICATIONS

Trustees recognized the thank you letter from Reem Carlin and were pleased to hear that the recent policy changes have been appreciated by library patrons.

G. AUDIENCE TO VISITORS

Linda Poulson introduced herself as a library Trustee candidate in the upcoming election.

H. UNFINISHED BUSINESS

a) **Airoom Purchase of Portion of Keystone Avenue**

President Beard provided a recap of the recent Village of Lincolnwood Committee of the Whole meeting held on January 15, 2013 regarding the proposal by Airoom to purchase a portion of Keystone Avenue for use as private parking. She reported that the Committee took no action at the meeting, and the next step would likely be for Airoom to submit a revised plan to the Traffic Commission. Other library Trustees who attended the 1/15/13 meeting were Berger, Martel, and Klatzco, along with Assistant Library Director Julie Anne Nitz-Weiss. Library staff and Trustees will continue to monitor the situation, and will bring any new information to future library board meetings.

I. NEW BUSINESS

a) **Historical Collection Policy**

Adult Services Librarian Bill Halverson presented the highlights of the policy and answered questions. Trustees discussed the policy, and requested that it be amended to include the option for the library to sell donated materials, in addition to the other removal options outlined in the policy.

ON A MOTION BY TRUSTEE KLATZCO AND SECONDED BY TRUSTEE MARTEL, AND WITH ALL TRUSTEES PRESENT VOTING “YES”, THE BOARD APPROVED THE HISTORICAL COLLECTION POLICY AS AMENDED.

b) **FY14 – FY16 Strategic Plan**

This item was moved up on the agenda in order to allow visitor Donna Fletcher to leave when the discussion was over. Discussion of this item commenced at 7:50PM. Director Bochenski presented the highlights of the strategic plan, focusing on the goals, potential activities, and targets. She reported that the goals should be a key factor for Trustees to consider, because the goals should stay the same over the life of the plan, but the potential activities could change depending on external or internal environmental changes. During discussion, Trustees requested three amendments:

- 1) On page 8 of the plan in Potential Activity a under Goal A1, delete the second sentence, "Assume that outside walls will remain in place, and all inside spaces are eligible for redesign, including staff areas."
- 2) On page 9 of the plan in Goal B2, remove the word "all."
- 3) On page 10 of the plan in Potential Activity D under Goal C2, replace "School District 74" with "local school districts."

ON A MOTION BY TRUSTEE FIELDS AND SECONDED BY TRUSTEE BERGER, AND WITH ALL TRUSTEES PRESENT VOTING "YES" WHEN THE ROLL WAS CALLED, THE BOARD APPROVED THE FY14 – FY16 STRATEGIC PLAN AS AMENDED.

**c) 2013 Timetable of Events and Board Action Requirements**

Trustees acknowledged the 2013 board calendar and agreed that no formal board action to adopt the calendar was required. Director Bochenski reported that in the future, the calendar may change to a fiscal year format rather than a calendar year format for simplified ease of use as well as ongoing maintenance.

**d) Other New Business: Proposed Devon-Lincoln TIF**

President Beard introduced the topic of the proposed Devon-Lincoln TIF district under Other New Business. Director Bochenski reported that she and Assistant Director Julie Anne Nitz-Weiss attended a Joint Review Board (JRB) meeting on January 15, 2013. Due to the timing of the JRB meeting, inclusion of the topic on the already-published 1/17/13 library board agenda was not possible. Handouts were provided to Trustees and visitors that consisted of a map of the proposed TIF district along with a printout of a presentation that was given at the 1/15/13 JRB meeting. Director Bochenski provided a recap of the meeting which included the following information:

- The budget is \$25 million over the anticipated 23-year life of the district.
- The current EAV of \$33 million is anticipated to increase to around \$62 million.
- Taxing districts at the 1/15/13 meeting were not comfortable voting on a recommendation and requested a continuation in order to bring the information to their respective boards. The continued meeting will occur on Wednesday February 6, 2013 at 11:00AM.
- There is a public hearing scheduled for February 19, 2013, and then two additional open meetings will be held before the ordinance goes to the Village of Lincolnwood board for final approval.

Trustees discussed the issue at length, and due to the short time frame dictated by the TIF process, directed Library Director Bochenski to work with President Beard to conduct further investigation, attend necessary meetings, and provide information and opinions to the Village on behalf of the library. Director Bochenski and President Beard are authorized to vote on behalf of the library at the upcoming Joint Review Board meetings.

**J. BOARD ACTION CHART**

No new items were added to the Board Action Chart.

BOARD OF TRUSTEES  
LINCOLNWOOD PUBLIC LIBRARY DISTRICT  
4000 W Pratt Ave • Lincolnwood • Illinois 60712

K. SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

The following schedule of meetings was confirmed:

- **Regular Board Meeting: February 21, 2013 7:30PM**
- **Staffing & Personnel Committee Meeting: March 21, 2013 6:30PM**
  - The purpose of this meeting is for the Committee to conduct the annual evaluation of the Library Director.

L. ADJOURNMENT

ON A MOTION BY TRUSTEE FIELDS, SECONDED BY TRUSTEE MARTEL, AND WITH ALL TRUSTEES PRESENT VOTING "YES", THE MEETING WAS ADJOURNED AT 9:21PM.

/S/

Christopher M. Martel, Secretary