

LAKE FOREST LIBRARY BOARD OF TRUSTEES

360 East Deerpath Road, Lake Forest, IL 60045

Tuesday, June 13, 2023

Regular Meeting

CALL TO ORDER

President John Johnson welcomed all and called the meeting to order on June 13, 2023, at 6:31 p.m. in the Kasian Room, Lake Forest Library.

ROLL CALL

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

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

PRESIDENT'S REMARKS

President Johnson announced that Trustee Andrea Lemke will complete her 6-year term at tonight's meeting, and shared the following proclamation:

Whereas, Trustee Lemke has performed with exceptional leadership excellence for the past six years,

Whereas, she has always spoken in a forthright and constructive manner;

Whereas, Trustee Lemke has served on our Finance Committee as well as Treasurer for three years;

Whereas, she has shared her insight and collaborative gifts each meeting;

Whereas, our Library has been fortunate with her outreach to the community;

We are very grateful she chose the Lake Forest Library along her path for these six years.

Additionally, Trustee Johnson completes his term as President tonight. He willingly extended his term for an additional year to ensure a smooth transition to normal operations post-pandemic and we are grateful for it. He remains on the Board.

CALL FOR ADDITIONS TO THE AGENDA

None.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None.

CORRESPONDENCE REPORT AND PATRON COMMENTS

Trustees shared that they enjoyed reading the comments from library patrons. .

APPROVAL OF THE CONSENT AGENDA

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

- a. Approve June 13, 2023 Agenda
- b. Approve May 9, 2023 Regular Meeting Minutes
- c. Approve May 2023 Financial Report

COMMITTEE REPORTS

BUILDING COMMITTEE

DOME

Trustee Bertola of the Building Committee said that work on the Dome is progressing nicely and completion is within sight. A current challenge is the cleaning of the limestone (badly stained) which is difficult to return to its original color through restoration. The objective is to avoid replacement, which also saves money.

A committee meeting open to the public is scheduled for June 21 at 1pm. The contractor and architect will be present to update all parties and answer questions.

MURALS

The Friends will support fundraising for the restoration of the murals including repair for the southwest corner and cleaning for the others but need an estimate for this work. The committee and staff are working on an RFP which will also need legal review. As part of this process, the Library will seek advice from various sources on potential providers, including previous bidders on this project. This should take approximately 60 days to complete. Trustee Desmond made a motion to proceed with development of the RFP, seconded by Trustee Shattock. The motion passed unanimously on a roll call vote.

DISCUSSION ON QUALIFICATIONS FOR ARCHITECTURAL PROFESSIONAL SERVICES

The Board again discussed the need for architectural services to oversee analysis of the existing building as it relates to MEP, ADA accessibility, and existing floor plans. Right now there is no cohesive document for any of these items, which makes on-going repairs or modifications difficult (as-builts may be original or not exist at all). Trying to take on any of these challenges individually immediately intersects with another. For example, if we determine the priority is accessibility solved by a new elevator in a new location, that has implications for HVAC and plumbing, which would require an MEP. The Board agreed that the time has come to find one partner to oversee analysis of the Library's space, and then work with us to update and adapt the Library's building use and systems meet patron needs. To move this along, Trustee

Bertola has created a schematic of the Library's space and opportunities and challenges they represent, along with a one-pager with language that could become the basis for an RFQ. The Board agreed that this structural work needs to be done in parallel with learning from our patrons as to how they want to use the Library in the future. Executive Director Laxminarayan requested that Trustee Bertola work with Jim Lee on an RFQ.

STRATEGIC PLAN

Trustee Shaw updated the Board on the Strategic Planning process which is underway. The Library gave input to the Community Survey (last conducted 2016), to help us as we think about what kind of Library our patrons want post-pandemic. Residents will receive by mail in early July, but can also complete online.

Trustee Shattock pointed out that we do have some learning on what our patrons want from previous qualitative research and surveys. For example, we have known for years our users and staff want small private meeting rooms for collaborative work. Would it make sense to try repurposing some existing space for this use, with temporary or "pop up" construction, and see how patrons react? Or ask for their input on where space could be changed to meet current needs? This would visibly demonstrate to the public our interest in meeting their needs, at a low cost to the Library, and provide input for our strategic plan. Choosri shared that the current teen space was developed in this exact way, with young users helping the Library modify an existing area into space suited to their needs.

Executive Director Laxminarayan added that the ALA annual conference exhibits can provide us input on flexible space which is definitely a trend across the country as libraries face new patron demands and tighter budgets. We can also invite vendors of interest to tour the library and provide proposals at no cost to us.

LIBRARY OPERATIONS REPORT

The very popular summer reading program started June 1 and will continue through July 31. The 125th anniversary celebration will begin with a birthday bash for children on July 8, at 1pm on the front lawn. Activities will include face painting, a magic show and a foam party. On the facilities front, the new chiller is working and the sump pumps have been installed.

UNFINISHED BUSINESS

The Nominating Committee recommended the following officers for the term July 1, 2023 to June 30, 2024:

President: Jim Clifton
Vice-President: JoAnn Desmond
Secretary: Sue Shattock
Treasurer: John Johnson

The Board unanimously approved the new officers.

Trustee Lemke shared her insights after serving two terms and noted that we are able to spend all our time on building issues because the Library staff operates the organization with so much brilliance and efficiency. Trustee Lemke could always be counted on for honest comments with wisdom and humor. She will be missed.

NEW BUSINESS

None.

ADJOURNMENT

Trustee Desmond made a motion, seconded by Trustee Lempke, to adjourn. The motion passed unanimously on a voice vote. The meeting was adjourned at 8:12 p.m.



Sue Shattock, Secretary
Minutes approved by the Board on July 11, 2023