

Lake Forest Library Board of Trustees
360 E Deerpath Road, Lake Forest, IL 60045
Special Meeting Minutes
6:00 p.m. March 11, 2020

CALL TO ORDER

President Carrie Travers called the meeting to order at 6:02 p.m.

ROLL CALL

Trustees Present: Germaine Arnson, Wendy Darling, JoAnn Desmond, Elizabeth Grob, Andrea Lemke, Ron Levitsky, David Rose, Carrie Travers. Trustees Absent: Todd Puch. Staff Present: Catherine Lemmer, Library Director; Ed Finn, Head of Operations. Guests Present: Jane Dederling, HGA; Penny Hummel, PHC.

ADDITIONS TO THE AGENDA

None

APPROVAL OF THE AGENDA

Trustee Darling made a motion, seconded by Trustee Levitsky, to approve the agenda. The motion carried unanimously.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD, AND CORRESPONDENCE

No request to address the board, nor was there any new correspondence.

DISCUSSION AND APPROVAL OF CAPITAL CAMPAIGN ACTIONS AND THE HODGE GROUP CONTRACT, STAGE 3

Prior to discussion, President Travers asked Board members to declare any conflicts of interest and report any *ex parte* communications not previously disclosed. Hearing none, discussion of the Library Building Project commenced.

Discussion centered on concerns about whether the target number proposed by The Hodge Group (THG) was sufficient to deliver a 21st-century library to the community. Trustee Rose expressed concern that the proposed number would force compromises to the initial vision. Trustee Darling believed the number was realistic, given the current financial uncertainty. Several trustees expressed confidence in THG's findings, based on their research and interviews with the City and key civic and philanthropic leaders.

Trustee Rose made a motion, seconded by Trustee Darling, to accept The Hodge Group report as presented, and to approve the capital campaign actions identified by The Hodge Group. The motion carried unanimously with a role call vote.

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DISCUSSION AND APPROVAL OF CAPITAL CAMPAIGN ACTIONS AND THE HODGE GROUP CONTRACT, STAGE 3 (con't)

Trustee Desmond made a motion, seconded by Trustee Levitsky, to approve The Hodge Group, Stage 3 contract in the amount of \$10,000. The motion carried unanimously with a roll call vote.

PRESENTATION BY HGA AND PENNY HUMMEL CONSULTING

Jane Dederling, HGA, began the presentation, confirming the scope of the design and reviewing the upcoming information collection phase of the project. Working with Penny Hummel, HGA will develop square footage targets that will further inform the design. Deliverables will include functional design images of exteriors and interiors based on form, function, and flexibility.

Penny Hummel, library program consultant, mentioned that she had met with staff and was very pleased with those discussions and thanked them for their commitment to the project. She then shared library trends that should be considered as the process moves ahead. "Third place" philosophy, knowledge creation, emerging technologies, sustainability, and staff efficiencies were key areas to address in addition to improved patron experience. Trustees were asked to share positives about our current space and programming, things that did not work well, and, finally, our vision and specifics for what we would like to see in our redesigned library. These discussions will continue as the design work moves forward.

NEW BUSINESS

No new business.

ADJOURNMENT

Trustee Levitsky made a motion, seconded by Trustee Desmond, to adjourn the meeting at 8:09 p.m. Motion carried unanimously.

Upcoming Meetings:

Regular Board Meeting: April 14, 2020 7:30 p.m., Reed Room

/s/ Germaine Arnson (signed electronically due to COVID-19 Shelter-in-Place order)

Germaine Arnson, Secretary

Minutes approved by the Board on April 14, 2020.