

**Lake Forest Library Board of Trustees**  
360 E. Deerpath Road, Lake Forest, IL, 60045

Tuesday, August 19, 2025  
*Regular Meeting*

**CALL TO ORDER**

President Jackson welcomed everyone and called the meeting to order on August 19, 2025 at 6:30 pm in the Kasian Room, at Lake Forest Library.

**ROLL CALL**

Trustees present: President Josh Jackson, Vice President JoAnn Desmond, Trustee Jim Clifton, Trustee John Johnson, Trustee Garth Pearson, Trustee Robert Shaw, Trustee Vince Sparrow, Trustee Heather Strong, Trustee Emily Van Bel. A quorum was present.

Library Staff present: Ishwar Laxminarayan, Executive Director, Heidi Krueger, Assistant Director, Jim Lee, Facilities Manager, Kate Buckardt, Adult Services Manager, Lorie Rohrer, Youth Services Manager, Leo Hamza, Business Manager, John Lacson, Media Lab Assistant.

**PRESIDENT'S REMARKS**

President Jackson expressed gratitude for the opportunity to serve as President and spoke about his reasons for joining the library board. He is looking forward to his new position.

**TRUSTEE COMMENTS**

Trustee Johnson shared positive feedback from a conversation with two young patrons at a mayoral event about tech kids as well as the library in general.

Trustee Desmond, as the liaison between the Library Board and Friends of the Lake Forest Library Board offered updates on their latest board meeting. She highlighted their upcoming 50<sup>th</sup> anniversary planning as well as commending Jim Lee for his efforts in assisting the Friends' materials relocation ahead of the library courtyard construction project.

Trustee Strong highlighted the Vinci Hamp presentation held with the Lake Forest Preservation Foundation and also mentioned the strong public turnout at the recent special building committee meeting earlier in the month.

Trustee Shaw discussed his work with Trustee Desmond on a special committee addressing the final stages of the City's Master Plan.

Trustee Pearson praised the library staff for smoothly moving the Summer Reading party indoors. He cited the very strong turnout for the event and the positive response from patrons of the event.

**CALL FOR ADDITIONS TO THE AGENDA**

None.

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**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

Kate Buckardt introduced *The River We Remember* by William Kent Kruger, November's featured author. Trustee Clifton asked how book selections are made and Buckardt explained staff collectively choose and there has been a recent focus on Midwest authors.

Lorie Rohrer provided trustee Van Bel with a bag of goodies in anticipation of the new addition to her family.

**CORRESPONDENCE REPORT**

Director Laxminarayan referenced the patron comments, citing positive remarks about the children's section as well as several positive remarks about Young Adult programming.

**CONSENT AGENDA**

A motion to approve all meeting minutes and the consent agenda was made by Trustee Desmond and seconded by Trustee Johnson.

The following voted "Aye": Trustees Clifton, Desmond, Jackson, Johnson, Pearson, Shaw, Sparrow, Strong and Van Bel. The following voted "Nay": none. 9-Ayes, 0-Nays, motion carried.

**BUILDING COMMITTEE**

**Exterior Courtyard Rehabilitation- Phase I**

Trustee Strong reported that demolition and initial work has been completed alongside successful material salvaging. The sculptures in both courtyards were crated and will be safely stored for the duration of work. Trustee Strong provided an update to the construction timeline with hardscape work slated to be complete by late 2025 and still on track for all landscape work to be done in Spring 2026. Trustee Strong also mentioned an upcoming meeting with the Historic Preservation Committee that will be held next month where the Building Committee will present the new landscape designs for approval.

**1931 Historic Room Revitalization**

The contract with Vinci Hamp Architects has been signed and walk throughs completed. Trustee Strong highlighted the programming sessions Vinci Hamp held with the library staff for their input and thoughts. The next step in the process will be a schematic design schedule and deliverables. Trustee Strong mentioned that public and community partner meetings will follow. President Jackson praised Philip Hamp's presentation at the Preservation Foundation meeting. Trustee Shaw inquired about any involvement with the Garden Club. Trustee Van Bel responded that there is involvement from the Garden Club, most recently with the library's issuance of an RFP for a grant from the Garden Club. Trustee Van Bel noted there would be more to report on this at a later date. Trustee Johnson mentioned that the mismatched brick on the east courtyard was now visible with all the vegetation removed. This was the result of a shortage of vintage building bricks at the time of the east wing addition construction back in the 1980s. Perhaps the new landscaping plan would consider this corner.

**Action Item- WJE Construction Administration Services proposal**

Trustee Strong summarized the proposal highlighting the need for extensive post-drawing work including archival record sets. Trustee Strong made a motion to approve the proposed

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\$82,000.00 fee, \$62,000.00 of which is set for WJE with GBA fees of \$20,000.00 and authorizing the Executive Director to sign the proposal. The motion was seconded by Trustee Shaw.

The following voted “Aye”: Trustees Clifton, Desmond, Jackson, Johnson, Pearson, Shaw, Sparrow, Strong and Van Bel. The following voted “Nay”: none. 9-Ayes, 0-Nays, motion carried.

LIBRARY CALENDAR REVISIONS

Director Laxminaryan reviewed the proposed library closures calendar. He proposed the following changes and additions: to remove the late opening on August 6<sup>th</sup>, to add a full in-service day for safety training of August 29<sup>th</sup>, and to remove the December 5<sup>th</sup> half-day-in-service. He also asked for approval to make decisions for library closures (as needed) in consideration with the Library Board president. Trustee Desmond made a motion to adopt the calendar as proposed and to authorize the Executive Director and Board President to approve closures as needed. The motion was seconded by Trustee Sparrow. The motion was approved unanimously by all trustees in attendance.

OPERATIONS REPORT

Director Laxminaryan noted programming in travel, history and food continues to be popular with patrons. He also highlighted the Media Lab and all of their successful work- notably their drone building program for grades 3-7. Hotspots remain a top checkout, and the new “Hot Takes” book display has shown to be successful. Director Laxminarayan noted AI integration with the introduction of ChatGPT on public use computers. Director Laxminarayan praised the Technical Services staff for their procurement and logistics efforts, and he also complimented the facilities team in their management of logistics throughout recent construction challenges.

UNFINISHED BUSINESS

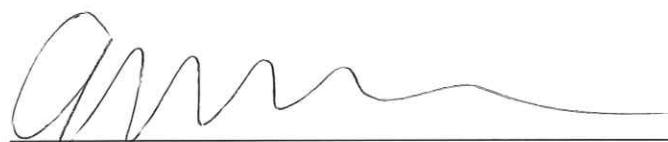
None.

NEW BUSINESS

None.

Meeting adjourned at 7:21 pm.

Next Schedule Meeting: Regular Board Meeting, Tuesday, September 16<sup>th</sup>, 2025 at 6:30 pm.



Emily Van Bel, Secretary

Submitted for approval by the Board on September 16, 2025