June 26, 2018
Minutes of the regular meeting of the Board of Library Trustees of the Village of Oak Park
held on Tuesday, June 26, 2018 in the Scoville Room of the Main Library. The meeting was
called to order by President Fruth at 6:36 p.m.

1. **Call to Order and Roll Call**
   Present: Library Trustees Foss, Fruth, Glavin (via teleconference), Harris, Kelenson, Millan, and Mohanraj
   Absent None
   Also present: David Seleb, Executive Director; Jim Madigan, Deputy Director; Jodi Kolo, Director, Communications Services; Grant Halter, Data Analyst; Suzanne Isaacson, observer from the League of Women Voters of Oak Park and River Forest, and Rita Earle, Office Manager

   President Fruth asked for a motion to allow Trustee Glavin to participate remotely via
   teleconference in both open and closed sessions. Ms. Kelenson so moved. Ms. Mohanraj seconded the motion Ayes: all

2. **Approval of Minutes**
   a. **Regular Meeting – May 22, 2018**
      Trustee Kelenson moved approval of the minutes of the regular meeting of the
      Board of Library Trustees held on Tuesday, May 22, 2018. Trustee Mohanraj
      seconded the motion. Ayes: all.

3. **Trustee Comments and Board Calendar**
   President Fruth reminded Trustees of the opportunity to march with the Library at the
   Oak Park 4th of July Parade. In response to a question, Ms. Kolo said that Library
   representatives will gather at Julian Middle School at approximately 9:30 a.m. The
   parade begins at 10 a.m.

   Trustee Harris commented that at the invitation of Teen Services Librarian Rachael Bild
   he attended one of the VOLT (Volunteer Opportunities for Library Teens)
   sessions. He enjoyed the session very much and has been asked by Rachael to lead
   a focus group for teens regarding their aspirations for library spaces and services for
   teens.

   Trustee Kelenson expressed her appreciation that the Library will be hosting the
   Building Blocks for Sustainable Communities Program, although she will not be able to
   attend. Mr. Seleb noted that we are getting a good response from other agencies and
   members of the community.

   Mr. Seleb reminded Trustees that the regular meeting on July 24, 2018 would be held
   at Dole Branch. The Trustees’ Annual Strategic Planning meeting will be held
   Saturday, July 7 from 9:00a.m. to 3:00 p.m. at the Main Library.
Trustee Glavin commented that the 50th Anniversary of the Special Olympics is on July 21. She asked if the Library is planning any programs around the Special Olympics Anniversary. Mr. Seleb will check with staff.

Mr. Seleb reminded Trustees that there is a Library Volunteer Appreciation Event on June 28 at 7:00 p.m.

4. **Community Members’ and Visitors’ Comments**
Susan Isaacson, 1112 N. Lombard, Oak Park introduced herself as the new observer from the League of Women Voters of Oak Park and River Forest.

5. **Staff Reports**
   a. **Executive Director**
      In response to a question from Trustee Harris, Mr. Seleb discussed the Program Logic Model being used to ensure that measurement and evaluation goals for the IMLS (Institute of Museum and Library Services) grant are being met.
      
      A copy of the Executive Director’s narrative report is attached to these minutes as Appendix I.

   b. **Strategic Objective Reporting**
      Trustees reviewed and discussed *Strategic Objective Reporting / Engagement / June 2018.*

   c. **Statistics and Data**
      Trustees reviewed and discussed *Oak Park Public Library Use Statistics – May 2018*

6. **Financial Reports**
   a. **May 2018 Disbursements Resolution**
      Trustee Harris moved approval of *Resolution on Disbursements, May 2018.* Trustee Kelenson seconded the motion.
      
      After discussion of specific items, President Fruth called the question. Ayes: all.
      
      A copy of *Resolution on Disbursements, May 2018* is attached to these minutes as Appendix II.

   b. **May 2018 Financial Reports**
      Trustees reviewed and discussed cash position, bank balances and the Statement of Income and Expense for May 2018.
      
      In response to a question from Trustee Kelenson, Mr. Madigan said that all expenditures for the expansion of the AMH (Automated Materials Handling System) have been made.
7. Other Reports
   a. Intergovernmental Committee (IGov)
      Trustee Foss reported on the latest meeting of the IGov Group and the activities of the Village of Oak Park Tax Efficiency Task Force.

      After some discussion, Trustee Kelenson asked that library staff communicate to the Tax Efficiency Task Force Illinois Library Law as it relates to the structure and taxing authority of a Village Library.

   b. Council of Governments (CoG)
      President Fruth and Director Seleb reported on the most recent meeting of the Council of Governments.

   c. Legislative Activity
      President Fruth said that there has been no recent State or Federal legislative activity significant to libraries.

   d. Friends of the Oak Park Public Library
      Ms. Kelenson reported on the most recent meeting of the Friends of the Library Executive Board. The Book Fair is scheduled for July 27 and 28. Sunday, July 29 nonprofits are invited to take books from any of the unsold materials. Some progress has been made in getting rid of fees that have been assessed on Friends business transactions. Library Trustee Mohanraj has been helping with that. The Friends will also participate in the Oak Park 4th of July Parade. The Friends held a successful volunteer pizza kick-off party. The 2019 Book Fair cannot be scheduled until next January. Trustee Mohanraj wondered if the Friends could do more outreach to underrepresented community members.

   e. Collaboration for Early Childhood
      There was no report.

   f. Employment and Separation from Employment
      The report *Oak Park Public Library Employment and Separation from Employment Reported from May 19, 2018 through June 20, 2018* was included in Board packets.

      Mr. Seleb asked Trustees to forward to him specific agenda items that they want to be addressed at their Strategic Planning Meeting on July 7.

8. Unfinished Business
   a. Township of Oak Park Youth Interventionist Agreement
      There was discussion of the renewal of *An Intergovernmental Agreement for the Youth Interventionist Program, 2018 – 2020*.

      In response to a question from Trustee Mohanraj, Mr. Seleb said that the Library does not see a copy of the Township’s annual budget for the Youth Interventionist Program, but that they bill the Library a portion of what is actually expended each quarter. He said that although we do work with the Township on
some levels, very little of the actually work of the Interventionists happens at the Library. Trustee Foss said he does not think that it is within the Library’s mission to support this program, given the fact that we have our own programming to serve youth in the community.

Trustee Harris asked how the Library can hold the Township accountable and how results are measured. He said that it seems to him that although the program may have needed the other governing agencies in the beginning to get the program off the ground, it is now a mature program and probably should be funded going forward solely by the Oak Park Township.

The Village of River Forest has informed Oak Park Township they will not renew participation, and the Park District of River Forest only voted narrowly to renew participation for the next two years.

After some further discussion, Trustee Mohanraj moved approval of Oak Park Public Library’s continued participation in An Intergovernmental Agreement for the Youth Interventionist Program, 2018 – 2020. Trustee Kelenson seconded the motion.


b. Library Board Self-Evaluation Policy
Trustee Glavin made a motion to rescind the policy statement Library Board Self-Evaluation. Trustee Mohanraj seconded the motion. Ayes: all.

9. New Business
a. Prevailing Wage Rate Resolution
Per State statute, Trustee Kelenson moved approval of A Resolution Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics, and Other Workers Performing Construction of Public Works for the Oak Park Public Library, Cook County, Illinois. Trustee Mohanraj seconded the motion. Ayes: all.

Interested parties may find a link to the current prevailing wage rates for Cook County on the Library Board page of the Oak Park Public Library public website. https://www.oppl.org

10. Closed Session
a. According to 5 ILCS 120/2(c)(11): to consider litigation pending and affecting the Oak Park Public Library; and
b. According to 5 ILCS 120/2(c)(21): to consider minutes of meetings lawfully closed under the Act
At 8:15 p.m. Trustee Harris moved that the Board of Library Trustees adjourn to closed session for the purposes stated above.

Trustee Foss seconded the motion and a roll call vote was taken as follows:
Ayes: Library Trustees Foss, Fruth, Glavin, Harris, Kelenson, Millan and Mohanraj

Nays: None

11. Open Session
At 8:45 p.m. the Board of Library Trustees returned to open session

a. Approve Closed Session Minutes (September 26, 2017; January 23, 2018; and April 24, 2018)
Trustee Millan moved and Trustee Foss seconded approval of closed session minutes from September 26, 2017, January 23, 2018, and April 24, 2018. Ayes: all.

b. Release Minutes of Previously Closed Sessions (January 20, 2015; February 24, 2015; June 21, 2016; and April 25, 2017)
Trustee Mohanraj moved and Trustee Glavin seconded the release of minutes of previously closed sessions held on January 20, 2015, February 24, 2015, June 21, 2016, and April 25, 2017. Ayes: all.

c. Authorize Destruction of Audio-recorded Closed Sessions (January 20, 2015; February 24, 2015; and June 21, 2016)
Trustee Kelenson moved and Trustee Foss seconded a motion to authorize destruction of audio-recorded closed sessions from January 20, 2015, February 24, 2015, and June 21, 2016. Ayes: all.

12. Adjournment
There being no further business, President Fruth adjourned the meeting at 8:50 p.m.