

June 13, 2018

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library held in the Skokie Public Library Board Room, Wednesday, June 13, 2018.

CALL TO ORDER

Vice President/President Emerita Diana Hunter, called the meeting to order at 6:30 p.m.

Members present: Diana Hunter, Vice President/President Emerita; Karen Parrilli, Secretary; Mira Barbir; Susan Greer; Jonathan Maks, MD; and Richard Kong, Director.

Members absent: Mark Prosperi, President (present by phone); Eugene F. Griffin

Staff present: Laura McGrath, Deputy Director; Blythe Trilling, Finance Director

Guest present: Andrew Berman of Andrew Berman Architect

APPROVAL OF THE MINUTES OF THE REGULAR AND ANNUAL MEETINGS  
OF MAY 9, 2018

Mrs. Parrilli made a motion, seconded by Dr. Maks, to approve the minutes of the regular and annual meetings of May 9, 2018, subject to additions and/or corrections. There being no additions or corrections, the minutes were approved unanimously and placed on file. The vote was 5 ayes and 0 nays.

Review of Closed Session Minutes of: July 11, 2007; August 15, 2007; January 12, 2011; September 10, 2014; July 8, 2015; June 8, 2016; August 10, 2016; September 14, 2016; January 11, 2017 (a); March 15, 2017; April 12, 2017; June 14, 2017; July 12, 2017; October 18, 2017; December 13, 2017

The Board reviewed all closed session minutes.

A motion was made by Dr. Maks, seconded by Ms. Greer:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES FINDS THAT THE NEED FOR CONFIDENTIALITY STILL EXISTS FOR THE JULY 11, 2007, AUGUST 15, 2007, JANUARY 12, 2011, SEPTEMBER 10, 2014, JULY 8, 2015, JUNE 8, 2016, AUGUST 10, 2016, SEPTEMBER 14, 2016, JANUARY 11, 2017 (a), MARCH 15, 2017, APRIL 12, 2017, JUNE 14, 2017; JULY 12, 2017; OCTOBER 18, 2017; AND DECEMBER 13, 2017 MINUTES AND THEY SHALL**

## REMAIN CLOSED.

The motion was approved unanimously with a vote of 5 ayes and 0 nays.

### DIRECTOR'S REPORT

#### Naturalization Ceremony

The library will be hosting a naturalization ceremony conducted by U.S. Citizenship and Immigration Services (USCIS) in conjunction with Congresswoman Jan Schakowsky on Friday, July 27 at 11:00am. Though not everyone being naturalized will be from Skokie, USCIS will prioritize eligible people from our community and surrounding areas. Mayor Van Dusen will also attend to offer his congratulations and say a few words.

There was brief discussion among the Board and members expressed interest in attending the ceremony.

#### Summer Reading Program Launch

Once again, library staff have created a wonderful summer reading program for community members of all ages. Participants are encouraged to read and engage in other fun learning activities all summer. Fun badges, t-shirts, and various prizes are available for patrons who complete certain activities. The one-week fine forgiveness program has also been a success, with many patrons getting a fresh start with their restored accounts. Local school districts supported the program by spreading the word to their families and students. More information about the summer reading program can be found at <https://skokielifrary.github.io/summerreading/>. Mr. Kong encouraged all of the trustees to register for the program.

#### 2018 ALA PR Xchange Awards

The library received awards in two categories of the 2018 PR Xchange Awards. Given by the American Library Association (ALA), these annual awards recognize the best public relations materials produced by libraries in 2017. The library's 2017 Year in Review (<http://skokielifrary.info/2017review>) won the award for "Annual Reports/Strategic Plans – Electronic" and the Bookmobile 60th Anniversary Video (<https://youtu.be/eFy5u66-x-s>) won the award in the category of "Bibliographies, Materials Promoting Collections and Services – Electronic." The library is very proud of all the library staff who worked on these two award winners, especially members of our Communications and Multimedia Engagement department. The awards will be presented at the ALA Annual Conference later this month.

#### Online Privacy Statement

The library recently published a blog post about privacy to clarify our website privacy policy and practices, and to inform patrons of our plans to perform a thorough privacy/data audit this year. The blog post can be found at <https://skokielifrary.info/blog/167/protecting-your-online-privacy/>.

Mr. Kong is planning on revising the library's privacy and finance policies in the next six months and bring them to the Board.

#### Master Plan Update

The master plan process that is designed to give us a roadmap for possible renovations is nearing the end. Andrew Berman was at the June Board meeting to present the final master plan drawings, 3D renderings, and initial construction and furniture/shelving cost estimates. Board approval of the master plan was not requested at this meeting.

#### SEED (Seeking Educational Equity and Diversity) Completion

Along with several other library staff and members of our local community, Mr. Kong recently completed his participation in a community SEED cohort. The group met for three hours once a month, led by equity consultant Corrie Wallace and Youth Services Manager Shelley Sutherland, who completed facilitator training last summer. Participants were encouraged to engage in personal and group reflection on topics such as race, gender, sexuality, and other aspects of identity. The group also wrestled to understand how systems of oppression, power, and privilege affect individuals and communities. Along with other members of Skokie Cares, Mr. Kong is working to establish three more community SEED cohorts for 2018-2019. The group is hoping that many members of the community will participate, helping to elevate the community's collective awareness of and skill in matters related to equity and social justice. Mr. Kong encouraged Board members who may be interested in participating in future cohorts to contact him.

#### Kiwanis

Mr. Kong recently joined the Skokie Kiwanis Club, which meets twice every month. Kiwanis is a global organization of volunteers focused on serving youth in local communities. The local club is a regular supporter of the summer reading program, and Mr. Kong believes it will be a good opportunity to strengthen relationships with active leaders within the community and make a difference for the youth in Skokie.

#### Office Chairs

Staff rated many different office task chairs and we are in the process of obtaining quotes from multiple furniture dealers. Mr. Kong hopes to provide a recommendation for purchase once we determine the best fit and value for the library.

Mr. Kong provided the Board with a sample of the office chairs that the library is looking to replace. There was brief discussion among the Board about the potential features of the new task chairs.

#### ALA Annual Conference

The 2018 ALA (American Library Association) Conference will take place in New Orleans later this month. A small group of staff will attend the conference to fulfill association obligations, including Amy Koester (ALSC Board), Sue Teller (PLA 2018 Annual Conference Program

Committee), Mary Michell (2018 Sibert Medal Selection Committee), and Lorrie Hansen (2019 Batchelder Award Selection Committee). Laura McGrath will represent the library at the PR Xchange Award Ceremony, and Mr. Kong will attend the conference as a member of the PLA (Public Library Association) Board.

#### San Francisco Public Library Recognition

Library Journal recently named San Francisco Public Library the 2018 library of the year. Following this report, you will find the article outlining some of the library's innovative, impactful services and programs that led to the recognition.

#### BILLS

Ms. Barbir had some questions about a few of the contract items on the bills that were clarified.

A motion was made by Mrs. Parrilli, seconded by Ms. Greer:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES  
APPROVE THE BILLS, SUBJECT TO AUDIT.**

The roll call vote for approval was 5 ayes and 0 nays; the motion passed unanimously.

#### CONSENT AGENDA (Financial Statements; Circulation Report/Dashboard; Reports from Department Heads; Gifts; Personnel)

Mrs. Parrilli raised a question about fines collected and the waiving of fees attached to the summer reading program and Ms. McGrath presented the Board with the numbers to date.

Ms. Greer raised a question about the drop in circulation of youth items. Mr. Kong expressed that he hopes that the possible future renovations will better feature items and lead to an increase in circulation. He also mentioned that it is reflective of an overall national trend of decreasing circulation. The library is dedicated to doing what it can to increase circulation. This summer will hopefully bring higher numbers.

Ms. Barbir raised a question about the decline in library card registrations for the month. There was an overall increase in registrations for last year, so May was just a slower month. The library is currently looking at household numbers versus individual cardholder numbers.

Dr. Maks made a motion, seconded by Ms. Barbir:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES  
APPROVE THE FINANCIAL STATEMENTS, SUBJECT TO AUDIT,  
AND THAT THE FOLLOWING CONSENT AGENDA ITEMS BE  
PLACED ON FILE:**

1. CIRCULATION REPORT/DASHBOARD
2. REPORTS FROM DEPARTMENT HEADS
3. GIFTS: \$20. FROM ANONYMOUS, \$200. FOR THE PURCHASE OF CHILDREN'S BOOKS IN HONOR OF SYEDA AKHTARUNNISA, \$500 IN MEMORY OF VOLUNTEER MARIANN MARQUETTE, \$3,000 FROM MB FINANCIAL FOR ADULT VOLUNTEER LUNCHEON. FOR SUMMER READING: \$500. FROM EVANSTON SUBARU IN SKOKIE, \$500. FROM NORTH SHORE CENTER FOR THE PERFORMING ARTS IN SKOKIE, \$1,000. FROM FIRST BANK & TRUST.
4. PERSONNEL: HIRES: MEGHAN WHITE, PART-TIME ADULT SERVICES LIBRARIAN, ADULT SERVICES, EFFECTIVE JUNE 6, 2018; MARY MONTOYE, PART-TIME CUSTOMER SERVICES ASSISTANT, CUSTOMER SERVICES, EFFECTIVE MAY 24, 2018; MEGAN ROSOL, FULL-TIME COLLECTION DEVELOPMENT LIBRARIAN, EFFECTIVE JUNE 27, 2018; MELEESA SULLIVAN, PART-TIME YOUTH SERVICES LIBRARIAN, YOUTH SERVICES, EFFECTIVE JUNE 8, 2018; ABBY ANTWI-NSIAH, LOGAN SUTHERLAND, AND TARAL TALATI, SUMMER READING CLUB PROGRAM ASSISTANTS, ADULT SERVICES, MAY 16, 2018 TO AUGUST 12, 2018; BETH BLOCK, SEASONAL PART-TIME COLLECTION DEVELOPMENT SPECIALIST, ACCESS SERVICES, EFFECTIVE JUNE 5, 2018; VALERIE GALLUCI, FULL-TIME SUMMER LIBRARY INTERN, YOUTH SERVICES, EFFECTIVE JUNE 8, 2018; MAHNOUR HAIDER, PART-TIME SUMMER LIBRARY INTERN, LEARNING EXPERIENCES, EFFECTIVE JUNE 11, 2018; JESSICA HANSEN, SEASONAL PART-TIME MATERIALS PAGE, EFFECTIVE MAY 23, 2018; SUSAN KELLY, PART -TIME SUMMER LIBRARY INTERN, LEARNING AND DEVELOPMENT, EFFECTIVE JUNE 4, 2018; ARACELI MORENO AND BECKY TUCKER RAMSEY, PART -TIME SUMMER LIBRARY INTERNS, COMMUNITY ENGAGEMENT, EFFECTIVE MAY 31, 2018.

The motion passed unanimously. There were 5 ayes and 0 nays.

#### ANNUAL REPORTS FISCAL YEAR 2017-2018

##### General Operating Fund

##### Reserve Fund for the Purchase of Sites and Buildings

##### 2001 Debt Fund

##### Access Services / State of the Collection / Annual Dashboard

Ms. Barbir commented on the State of the Collection report and the numbers regarding goals for circulation of materials. There was brief discussion regarding the desire to right-size the

collection and make sure that the materials we have are being used. There was brief discussion about the length of time patrons sometimes have to wait for popular books.

After brief discussion, a motion was made by Mrs. Parrilli, seconded by Ms. Greer:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES ACCEPT THE GENERAL OPERATING FUND, RESERVE FUND FOR THE PURCHASE OF SITES AND BUILDINGS, 2001 DEBT FUND, AND ACCESS SERVICES/STATE OF THE COLLECTION/ANNUAL DASHBOARD, LEARNING EXPERIENCES/BOOMBOX/COMINT TOGETHER IN SKOKIE AND NILES TOWNSHIP, AND YOUTH SERVICES ANNUAL REPORTS AS PRESENTED.**

The motion passed unanimously. There were 5 ayes and 0 nays.

**PROJECTED YEAR-END BALANCE AND APPROVAL OF TRANSFER TO RESERVE FUND**

Mr. Kong distributed a projected balance sheet for FY 2018 ending April 30, 2018. Some expenses from FY 2018 carried over into May, and there are tax revenues that the auditors may assign to FY 2018. The estimated revenue balance for the year is about \$706,000. In the past, the Board has approved a transfer of funds to the Reserve Fund for Sites and Buildings when we have had a revenue balance.

In recent years, the Cook County administration has issued property tax bills in a timely manner, so our tax revenues have come in on schedule for the most part. In the past, the Board asked that the library maintain five months of operating expense in reserve at all times in the event of a disruption in tax receipts. Five months of a projected annual operating expense of about \$12 million (excluding the capital line) would be about \$5 million, so our current Reserve Fund balance of approximately \$8.1 million is well over that required amount.

Mr. Kong recommended Board approval of the transfer of \$550,000 to the Reserve Fund for Sites and Buildings.

After brief discussion, a motion was made by Mrs. Parrilli, seconded by Ms. Barbir:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE TRANSFER OF \$550,000. TO THE RESERVE FUND FOR SITES AND BUILDINGS AS RECOMMENDED BY THE DIRECTOR.**

The roll call vote for approval 5 ayes and 0 nays. The motion passed unanimously.

Ms. Trilling left the meeting at 7:05 pm.

**ACTION ON PARTICIPATION IN NON-RESIDENT FEE PROGRAM**

The Board of each public library in RAILS is required by Illinois law to decide annually and take action on whether to participate in or opt-out of the state's non-resident fee program. This law pertains only to the possibility of providing service to persons residing "outside the taxing area of

a public library” [23 Ill. Adm. Code 3030.10].

The Illinois compiled statutes Chapter 75 Act 5, Section 4-7, Paragraph 12 states,

“A person residing outside of a public library service area must apply for a non-resident library card at the public library located closest to the person’s principal residence. The non-resident cards shall allow for borrowing privileges at all participating libraries in the regional library system.”

In the past, it was recommended that the Board approve participation in the program due to the thought that residents of the Village of Golf may choose to obtain a library card at our library. However, the “closest public library” is determined by school district, and we recently learned that the Village of Golf annexed itself out of District 219 years ago. All residents from the Village of Golf attend Glenview schools, which means they would apply for non-resident cards at Glenview Public Library. Therefore, there is no one from an unserved area who would apply for a library card at our library.

Mr. Kong recommended that the Board vote to decline participation in the state’s non-resident fee program since there are no residents that could take advantage of this program and therefore it is not applicable to our library.

After brief discussion, a motion was made by Mrs. Parrilli, seconded by Ms. Greer:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES  
DECLINE PARTICIPATION IN THE STATE’S NON-RESIDENT FEE  
PROGRAM SINCE THERE ARE NO ADJACENT RESIDENTS THAT  
COULD TAKE ADVANTAGE OF THIS PROGRAM.**

The motion passed unanimously. The vote was 5 ayes and 0 nays.

#### REVISION OF BYLAWS OF THE BOARD OF TRUSTEES

The Board reviewed its bylaws during the May Board meeting, and came to consensus about eliminating Article VII, Section 3, Points 2 and 3, as they are no longer relevant. The library no longer charges anyone for reserving books and placing interlibrary loan requests.

According to Article VI Sec. 1, any changes to the Board Bylaws must be approved by a majority vote of the Board, with the actual changes presented for consideration at the regular meeting prior to the one at which action shall be taken.

The Board will be asked to vote on this revision at the next meeting in July.

#### APPROVAL OF INTERGOVERNMENTAL AGREEMENTS FOR SCHOOL EDUCATOR CARDS

The library currently issues educator library cards to local school administrators, teachers, and teacher aides in order to support student education. In doing so, the goal is to provide services to

the educators who work in our community and support the education of Skokie's students, but do not live within the boundaries served by our library.

At the start of each year, the library works with each school district, as well as private schools serving Skokie residents, to identify individuals who wish to obtain an educator library card that is valid for one full school year. The cards are used for borrowing materials for educational purposes only.

In order to comply with state statutes and administrative codes related to issuing library cards to educators, it is recommended that the library adopt intergovernmental agreements (see attached) with our local schools and school districts. Lorrie Hansen, School Services Librarian, used an existing template to draft the intergovernmental agreements, and they were subsequently reviewed and revised by the library's attorney, Heidi Katz. The documents have also been shared in draft form with local administrators and teachers, and we do not anticipate any issues with any local school boards approving the agreements pending library Board approval. There is one agreement for use with local school districts, and another for use with local private schools.

Mr. Kong recommended approval of the intergovernmental agreements for school educator cards.

A motion was made by Dr. Maks, seconded by Ms. Greer:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE INTERGOVERNMENTAL AGREEMENTS FOR SCHOOL EDUCATOR CARDS AS PRESENTED.**

The motion passed unanimously. There were 5 ayes and 0 nays.

#### APPROVAL OF EDI (EQUITY, DIVERSITY, INCLUSION) CONSULTATION PROPOSAL

Last year, the Board approved a proposal from Corrie Wallace to provide consultation and training to staff as part of our effort to increase awareness, build knowledge, and hone skills related to promoting equity, diversity, and inclusion. During this past year, Corrie helped library staff grow to be more culturally effective. This has had an impact not only in how staff interact with one another but also in how we serve our diverse community. This work is fundamental to the learning and development of library staff, and their overall ability to accomplish the work outlined in the library's strategic plan.

Corrie has developed a strong working relationship with many of the library's staff, especially those serving on the EDI (Equity, Diversity, and Inclusion) Committee, since July 2016. Many staff throughout the library have attended sessions with Corrie, and survey results reveal that participants overwhelmingly believe that the format, words/terms, content and resources, and facilitation of the Word-of-the-Month sessions have been effective at helping develop a shared staff language around EDI and making it easier to have difficult conversations. Staff also indicated that participation in EDI sessions has increased their awareness and empathy of individuals who identify differently than them. The library also recognizes that improvements can be made with its EDI training efforts,



including offering more time for learning and reflection, and making it easier for more staff to participate.

The proposal provided to the Board outlines the ongoing consultation and training Corrie will provide staff in FY 2019. In addition to continuing our popular monthly Word-of-the-Month series, which is an optional opportunity for staff, the library plans to offer a mandatory workshop for all staff. The proposal also outlines Corrie's continuation as a SEED facilitator and leader in the library's efforts to bring EDI training to other members of the community. Corrie will provide two short training sessions for the library Board during the year.

The EDI Committee is also in the midst of creating a new committee charge to guide its work. Corrie participated in strategic discussions to support this effort, and she will continue to lend her expertise and experience to the process.

Mr. Kong recommended Board approval for the proposal from Corrie Wallace to provide equity consultation and training for a total amount of \$15,000 for work done through May/June 2019.

Mrs. Parrilli asked about a presentation by Ms. Wallace to the Board. Mr. Kong stated that he would like for her to lead a discussion or present a topic to the Board at two future meetings.

A motion was made by Ms. Greer, seconded by Dr. Maks:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE PROPOSAL FROM CORRIE WALLACE TO PROVIDE EQUITY CONSULTATION AND TRAINING SERVICES FOR A TOTAL AMOUNT OF \$15,000. FOR WORK DONE THROUGH MAY/JUNE 2019.**

The roll call vote for approval 5 ayes and 0 nays. The motion passed unanimously.

#### APPROVAL OF NIGHT CLEANING SERVICE PROPOSAL

Last year the Board approved a proposal from Master Maintenance Service to provide after-hours cleaning in the library. This supplemental cleaning allowed the library's own building services staff to focus on other areas that require attention, such as detail cleaning, repairs, painting, and inspections.

Since the library's one-year agreement with Master Maintenance Service has ended, Tim Murphy, Building Services and Safety Manager, recommends that we consider working with another cleaning company to provide similar services. The library issued an RFP (request for proposals) and received five proposals from local companies, four of which met the basic criteria. Master Maintenance Service provided the lowest bid out of these four at \$55,020 for one year. Crystal Maintenance Services, based in Mount Prospect, was the next lowest bid at \$65,940 for one year.

Due to the library's dissatisfaction with the quality of cleaning and service provided by Master

Maintenance over this past year, Tim Murphy recommends the proposal from Crystal Maintenance Services. He checked references from Des Plaines Public Library, Mount Prospect Public Library, and Elmhurst Public Library. All came back with positive comments about Crystal Maintenance Services.

If the proposal were approved by the Board, the contractor would provide cleaning services for seven days per week after the library closes to the public. A regular cleaning crew of four employees plus one supervisor would be assigned to the library. They would empty all waste and recycling containers, vacuum all carpeted areas, mop all hard surfaces, and clean and stock restrooms.

This supplemental cleaning cost has already been budgeted for in the building and grounds budget line for FY 2019.

Mr. Kong recommended that the Board approve the proposal from Crystal Maintenance Services at \$65,940 for one year of cleaning services.

There was brief discussion among the Board about the reasons for seeking a new cleaning company.

A motion was made by Mrs. Parrilli, seconded by Ms. Barbir:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE PROPOSAL FROM CRYSTAL MAINTENANCE SERVICES FOR A TOTAL AMOUNT OF \$65,949 FOR ONE YEAR OF CLEANING SERVICES.**

The roll call vote was Diana Hunter-yes; Karen Parrilli-yes; Mira Barbir-Yes; Jonathan Maks-Yes; Susan Greer-abstained. The motion passed.

#### APPROVAL OF DIRECTOR'S SALARY EFFECTIVE JULY 16, 2018

Public Act 97-609, effective January 1, 2012, added a new section to the Open Meetings Act (51LCS 120/7.3) that created a new posting obligation for IMRF employers, and which states the Total Compensation Packet (TCP) for each IMRF-covered employee earning a minimum of \$150,000 in TCP, shall be posted at least 6 days prior to approving such employee's TCP.

Since Mr. Kong's salary was posted in the library's Administrative Office since May 10, 2018 meeting all posting obligations, Ms. Barbir made a motion, seconded by Dr. Maks:

**MOTION: THAT THE SKOKIE PUBLIC LIBRARY APPROVE AN INCREASE OF LIBRARY DIRECTOR RICHARD KONG'S SALARY BY \$9,500 EFFECTIVE ON HIS ANNIVERSARY DATE OF JULY 16.**

The roll was called and the motion passed unanimously. The vote was 5 ayes and 0 nays.

Mr. Kong asked the Board about the usefulness of monthly dashboard and circulation stats. There was consensus to provide quarterly dashboards, but continue to provide monthly circulation stats reports.

Mr. Prosperi suggested that the Dashboard include a 10-year period of circulation statistics and gate count once a year. Mr. Kong stated that this would be included in the future.

#### REACHING ACROSS ILLINOIS LIBRARY SYSTEM (RAILS)

Mrs. Parrilli reported the following highlights from the May 25, 2018, RAILS Board of Directors meeting from supporting documents and recorded videoconference.

**Financial Report:** Finance Director Jim Kregor reported that the General Fund total cash and investment balance ending April 30, 2018 is \$16.7 million and would fund an estimated 14.6 months of operations. He mentioned that through April, RAILS received 35.94% of its FY2018 Area and Per Capita Grant from the state.

He reported on the current status of the Capital Projects Fund, which was established in 2015. It now stands at \$3,056,038 and is earmarked primarily for vehicle replacement and capital expenditures to the Burr Ridge Service Center.

With future capital projects planned, staff recommended and the Board approved a resolution to participate in the Job Order Contracting agreement awarded to F.H. Paschen by the City of Naperville. Staff stated its case that by “awarding long-term contracts for a variety of projects through a competitive bidding process, JOC reduces overhead, saves staff time, and streamlines the procurement process, while adhering to procurement policies.”

**Executive Director’s Report:** Deirdre Brennan reported on the results of the Board of Directors election. New members will be installed at the July meeting.

She updated the Board on a recent visit by the delegation from the Capital Library of China to learn more about our library system, Illinois library laws, best practices, services, consortia, technology, platforms, and funding. The thirteen delegates were a mix of librarians and directors of various cultural centers.

Ms. Brennan submitted for Board approval the 125-page published FY2019 RAILS System Area and Per Capita Grant Application, which was due June 1, 2018, to the Illinois State Library.

**ISL Report:** Greg McCormack from the Illinois State Library mentioned that they are expecting a Chinese delegation of librarians to visit in July. He talked about the upcoming FY2019 Area and Per Capita Grant applications.

Next meeting: Friday, June 15, 2018, at Vernon Area Public Library

## PRESENTATION OF MASTER PLAN BY ANDREW BERMAN ARCHITECT

Mr. Berman presented the master plan at 7:24 pm.

The Board asked questions during the presentation and, in general, praised Mr. Berman's designs.

Mrs. Hunter stepped out of the room at approximately 8:35 pm and returned at 8:45 pm.

## COMMENTS FROM TRUSTEES

Mrs. Hunter mentioned some recent news regarding a Tony award-winning director who is from Skokie and asked about the possibility of having him give a talk at the library.

## ADJOURNMENT

At 9:13 pm a motion was made by Mrs. Parrilli seconded by Ms. Barbir to adjourn the regular meeting. The motion passed unanimously.

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Karen Parrilli, Secretary