

**MINUTES
OF THE SPECIAL MEETING OF THE
INTERGOVERNMENTAL AGREEMENT (IGA) SUB-COMMITTEE
OF THE PARK RIDGE PUBLIC LIBRARY BOARD HELD
MAY 14, 2018 AT 6:10 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL

COMMITTEE PRESENT: Joseph Egan, Chair; Charlene Foss-Eggemann

TRUSTEES ABSENT: Joshua Kiem, Michael Reardon

OTHER TRUSTEES PRESENT: None

OTHERS PRESENT: Heidi Smith, Library Director; Angela Berger, John Priala, Laura Scott, Library Staff; Alderman Charlie Melidosian, Library Liaison, and Alderman Mazzuca, Finance & Budget Chair, and Joe Gilmore, City Manager, City of Park Ridge; Amy Bartucci, Alice Dobrinsky, Jessika Ishu, Denise Pearl

Tonight's meeting is for the purpose of discussing and working on the latest draft of the City/Library Intergovernmental Agreement (IGA), but no final business will be conducted this evening. The Library Board Trustees were to email their comments and input to Mrs. Foss-Eggemann and she combined them and sent them to Alderman Melidosian.

Discussion of Intergovernmental Agreement (IGA)

Mr. Egan gave a summary of the reason the IGA (Intergovernmental Agreement) was raised. Approximately three years ago, the Library Board was seeking something in writing at the City that addressed the issue of who is responsible for issues related to the Library building and grounds. Over the years various issues had arisen between the City and the Library in regard to the building, and so research was begun to find any kind of agreement, lease, or document in writing that delineated how the two entities should work together or how particular building and capital-fund-related issues should be resolved. Nothing formal was discovered and so over the course of some discussions the Library Board and the City Council thought it would be prudent to set something in writing so that future Library boards, city managers, and councils could refer back to it and have some guidelines. The Library Board's intent was to address those things not already addressed in the Library Act or existing City policies – in a simple, straightforward way so that the document wouldn't require interpretation by lawyers in the future to understand/interpret the document.

Mr. Egan stated that the Library Board feels that it had removed all extraneous items in the most recent draft it sent to the City. In reviewing the last draft received from Ancel Glink it appears that all of the items that had been removed have been placed back into the draft. These items are already addressed in the Library Act or existing City policies. Mr. Egan added that some form of a draft has been shared back and forth between the two parties and the purpose of this meeting is to meet face-to-face and to arrive at a simplified draft for everyone to review.

Alderman Melidosian and Alderman Marc Mazzuca agreed that issues already stated in Library law and existing City policies needn't be in the IGA document. Mr. Gilmore stated he believes simple is good, and opined "that the original intent was to partially memorialize what the relationship is between the City and Library, and clarify some of the gray areas. He added that may be why the document includes things that the Library Trustees don't think should be included and if we want to cut those things out that exist elsewhere he doesn't think it will harm anything.

It was requested that the draft IGA document being reviewed and discussed this evening be posted to the Library's website. Alderman Melidosian stated that he had provided the document they are looking at right now. Ms. Smith stated that she will see that the document is posted on the Library's website.

Mr. Egan stated that there is a whole section about sharing for shared services that has never been done. Mr. Gilmore stated that in the budget there is a section that indicates the allocation of shared services to every department. There was some disagreement as to whether this has been true for the Library as a City department. Mr. Egan stated he doesn't recall any line item on the budget that showed a charge for shared services. Mr. Gilmore referred to page 10 of the comparison which states, "the City is not looking to change the status quo or charge the Library for the Shared Services *except* in the extraordinary circumstance of a Property Tax Freeze of a cut to LGDF". Mr. Gilmore added that he believes this means that if something changes with the City's ability to levy funds, then that could impact the City's ability to provide services to the Library free of charge; this language doesn't say the City will start to charge the Library for shared services.

Ms. Smith stated that the discussion of how the Library levy is determined warrants further discussion, separately from the departmental approach to shared services.

Alderman Melidosian stated that his hope is that in the next 45 minutes the assembly will discuss the fundamental points as opposed to a line by line assessment of the draft IGA, to which Mr. Egan voiced his agreement.

Ms. Smith asked if it has ever been considered that the Library own the building and have it be responsible for its maintenance. Alderman Mazzuca stated that isn't on the table; he added that if she is asking whether the City would just give ownership of the land, facility, and building, over to the Board and say, 'you have title to it now', and that is not on the table. He added that isn't the historical relationship with the Library. Mrs. Foss-Eggemann stated that isn't what the Board is considering, but rather the goal is making the building safe, fire safe, up to code, fix the structural damage in front; the Board just wants to know how to budget these things and who pays for it, and knowing to which name to put the work purchase orders under, is the focus for this Board. Alderman Melidosian stated that anything is on the table; he and Alderman Mazzuca are not the decision makers for the City; that they can theoretically bring anything back to the City Council if the Trustees feel strongly enough about it, but from the consensus he feels this isn't the priority. Alderman Mazzuca stated he said it a little stronger than he should have, but it just isn't the mission they are trying to accomplish with this IGA, and that's a really big discussion. Documenting the relationship and clarifying ambiguous items, that's the scope as he understands it. Ms. Smith stated that she was only asking in regard to has the facility ever been considered as part of that levy cost. Alderman Melidosian stated that the Library is unique in that it has its own Board, but just as the City wouldn't cede the public works building over to that entity, etc. He added that, but if that is the will of the Board then he can bring that to the City Council.

Discussion turned to the inside of the facility, and as long as the work is within code, the Library can take on projects internally and budget for them. There was further discussion about shared services or the management of internal work by Library staff; which way is it most efficient.

A separate governing Board was discussed and Ms. Smith stated she would like to discuss what is the most efficient, effective, and transparent way that the Library and City can work together, and having a separate governing board is not transparent.

Alderman Melidosian brought up the matter of the damaged building columns, how they deteriorated, as well as the fact that one was damaged by a City truck. The fact that the

entrance would have to be closed for approximately four weeks, which will coincide with the closure of the Library's entrance during the current renovation, and the fact that the Library would like to avoid conducting these two procedures at separate times. It was stated that there is no emergency issue or safety issue related to the column repairs.

Alderman Melidosian stated that something to think about is that the Library has liquid funds in a few accounts (reserves, grants, gift funds) that could pay for these repairs now, and the City agrees (as sort of a letter of intent) to budget for it and approve it and if it does get approved the City will reimburse the funds to those accounts. Mr. Reardon asked Mr. Gilmore if in the absence of the IGA, if the Library came to the City for these funds what would happen. Mr. Gilmore replied that he would see it as a City expense but it would have to be budgeted as part of the Capital Plan, but it is an issue of timing and planning – it isn't budgeted at this time.

Other None

Adjournment: 7:05 p.m.

Charlene Foss-Eggemann, Secretary

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