

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, December 14, 2021 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044

NOTICE: The meeting of the Board of Library Trustees of the Lake Bluff Public Library will be held without a quorum of Trustees physically present. The Trustees will conduct the Board meeting with Trustees attending remotely via electronic means. This method of conducting the Board meeting is authorized by Executive Order of the Governor (COVID-19 Executive Order No. 5, March 16, 2020).

In keeping with guidelines on meetings and social distancing, there will be no physical gathering of Trustees or the Public at the Library. The meeting is open to attendance by the public by the following:

Join Zoom Meeting

<https://us06web.zoom.us/j/88281673493?pwd=TFdxc3FoT1VyMEExK0FodGpKTzN4dz09>

Meeting ID: 882 8167 3493

Passcode: 001957

One tap mobile

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Dial by your location

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+1 253 215 8782 US (Tacoma)

Meeting ID: 882 8167 3493

Passcode: 001957

Find your local number: <https://us06web.zoom.us/u/kdDoOOc9bE>

Questions related to the Library agenda can be sent before or during the meeting to Eric Bailey ebailey@lakeblufflibrary.org The meeting will be recorded, with the recording made available through the Library's website. For any questions, please contact Library Director Eric Bailey at 847-401-4952 or ebailey@lakeblufflibrary.org

1. **Call to Order (7:00pm)**
2. **Additions & Corrections to the Agenda (2 minutes)(7:02pm)**
3. **Opportunity for Public to Address the Board (5 minutes)(7:07pm)** (limit 5 minutes per person per meeting)
4. **Approval of Minutes**
 - a. Approval of Minutes of November 16, 2021 Board Meeting **(action)(5 minutes)(7:12pm)(available at meeting)**
5. **November 2021 Financial Reports – Detailed Balance and Revenue/Expense (action) (5 minutes)(7:17pm)**
 - a. November Detailed Revenue & Expense Report
 - b. November Detailed Balance Sheet
6. **Approval of checks (action)(5 minutes)(7:22pm)**
 - a. November Monthly Checks (14995, 14998-15028)**(action)**
7. **Committee Reports (10 minutes)(7:32pm) (Met)**
 - a. Building and Grounds Committee (**CHAIR:** Jerch. **MEMBERS:** Meierhoff, and Shaul.)
 - b. Finance Committee (**CHAIR:** Hayes. **MEMBERS:** Meierhoff, and Zaute.)

(Did Not Meet)

 - c. Bylaw and Policy Committee (**MEMBERS:** Heintzelman and Meierhoff.)
 - d. Community Engagement Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch.)
 - e. Human Resources Committee (**CHAIR:** Jerch. **MEMBERS:** Graziano and Heintzelman.)
 - f. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Jerch and Graziano.)
 - g. Long Range Planning Committee (**CHAIR:** Heintzelman. **MEMBERS:** Hayes and Zaute.)
 - h. Technology Committee (**CHAIR:** Zaute. **Members:** Hayes and Shaul.)
8. **New Business**
 - a. Policy Change for Overdue Fines **(action)(15 minutes)(7:47pm)**
 - b. Resolutions of Thanks Regarding Medical Incident at Library **(10 minutes)(7:57pm)**
 - c. Per Capita Grant Application **(10 minutes)(8:07pm)**
 - d. Forest Bluff School Agreement **(action)(10 minutes)(8:17pm)**
9. **Old Business**
 - a. Capital Project Update/Coordinator's Report **(5 minutes)(8:22pm)**

10. Director's Report (5 minutes)(8:27pm)

- a. Director's Narrative Report

11. Executive Session(s)

- a. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 and in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (21)
- b. To discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (1)

12. Any and all other business which may properly come before the Board

13. Adjournment (1 minute)(8:28pm)

Attachments:

Statistics for November 2021

Proposed Revised Policy for Overdue Fines

Resolutions of Thanks

Per Capita Grant Application for 2022

Proposed Agreement with Forest Bluff Montessori

Upcoming Board Meetings: January 18, 2022, February 15, and March 15, 2022.