

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, November 16, 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/81822610018?pwd=Y3YrSGtRbUsyUmtpQXFhcnVlhcGxXdz09>

Meeting ID: 818 2261 0018

Passcode: 121937

One tap mobile

+13126266799,,81822610018#,,,,*121937# US (Chicago)

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 818 2261 0018

Passcode: 121937

Find your local number: <https://us06web.zoom.us/u/kyE2gVKeB>

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. **Discussion of Audit for FY 2020-2021 (action)(15 minutes)(7:17pm)**
4. **Opportunity for Public to Address the Board (5 minutes)(7:22pm)** (limit 5 minutes per person per meeting)
5. **Approval of Minutes**
 - a. Approval of Minutes of October 19th, 2021 Board Meeting **(action)(5 minutes)(7:27pm)**
6. **October 2021 Financial Reports – Detailed Balance and Revenue/Expense (action) (5 minutes)(7:32pm)**
 - a. October Detailed Revenue & Expense Report
 - b. October Detailed Balance Sheet
7. **Approval of checks (action)(5 minutes)(7:37pm)**
 - a. October Monthly Checks (14955, 14957-14994)**(action)**
8. **Committee Reports (15 minutes)(7:52pm) (Met)**
 - a. Building and Grounds Committee (**CHAIR:** Jerch. **MEMBERS:** Meierhoff, and Shaul.)
 - b. Finance Committee (**CHAIR:** Hayes. **MEMBERS:** Meierhoff, and Zaute.)
 - c. Human Resources Committee (**CHAIR:** Jerch. **MEMBERS:** Graziano and Heintzelman.)
 - d. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Jerch and Graziano.)

(Did Not Meet)

 - e. Bylaw and Policy Committee (**MEMBERS:** Heintzelman and Meierhoff.)
 - f. Community Engagement Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch.)
 - g. Long Range Planning Committee (**CHAIR:** Heintzelman. **MEMBERS:** Hayes and Zaute.)
 - h. Technology Committee (**CHAIR:** Zaute. **Members:** Hayes and Shaul.)
9. **New Business**
 - a. Property Tax Levy for FY 2021-2022 **(action)(10 minutes)(8:02pm)**
 - b. Director’s Review Update **(10 minutes)(8:12pm)**
10. **Old Business**
 - a. Capital Project Update/Coordinator’s Report **(5 minutes)(8:17pm)**

11. Director's Report (5 minutes)(8:22pm)

- a. Director's Narrative Report

12. 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)

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

14. Adjournment (1 minute)(8:23pm)

Attachments:

Statistics for October 2021
Friends Meeting Dates for 2021
Fine Revenue Report
Audit Report for FY2020-2021
Public Libraries Magazine Article
Levy Information for FY 2022-2023

Upcoming Board Meetings: December 14, 2021, January 18, 2022, and February 15, 2022.