

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, September 21, 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/89009567435?pwd=ZS9PMko0eE9LM0RveDVNdzhIQ2M5dz09>

Meeting ID: 890 0956 7435

Passcode: 283212

One tap mobile

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Dial by your location

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Find your local number: <https://us06web.zoom.us/j/89009567435?pwd=ZS9PMko0eE9LM0RveDVNdzhIQ2M5dz09>

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 August 17, 2021 Board Meeting **(action)(5 minutes)(7:12pm)**
5. **August 2021 Financial Reports – Detailed Balance and Revenue/Expense (action) (5 minutes)(7:17pm)**
 - a. August Detailed Revenue & Expense Report
 - b. August Detailed Balance Sheet
6. **Approval of checks (action)(5 minutes)(7:22pm)**
 - a. August Monthly Checks (14890-14897, 14899-14917)**(action)**
7. **Committee Reports (15 minutes)(7:37pm) (Met)**
 - a. Building and Grounds Committee (**CHAIR:** Jerch. **MEMBERS:** Meierhoff, and Shaul.)
 - b. Finance Committee (**CHAIR:** Hayes. **MEMBERS:** Meierhoff, and Zaute.)
 - c. Technology Committee (**CHAIR:** Zaute. **Members:** Hayes and Shaul.)

(Did Not Meet)

 - d. Bylaw and Policy Committee (**MEMBERS:** Heintzelman and Meierhoff.)
 - e. Community Engagement Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch.)
 - f. Human Resources Committee (**CHAIR:** Jerch. **MEMBERS:** Graziano and Heintzelman.)
 - g. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Stroh.)
 - h. Long Range Planning Committee (**CHAIR:** Heintzelman. **MEMBERS:** Hayes and Zaute.)
8. **New Business**
 - a. Contract for Interior Design **(action)(10 minutes)(7:47pm)**
 - b. Closings for Calendar Year 2022 **(action)(5 minutes)(7:52pm)**
 - c. Board Meeting Dates for 2022 **(action)(5 minutes)(7:57pm)**
9. **Old Business**
 - a. Capital Project Update **(5 minutes)(8:02pm)**
10. **Director's Report (5 minutes)(8:07pm)**
 - 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)(8:08pm)****Attachments:**

Statistics for August 2021

Friends Meeting Dates for 2021

Fine Revenue Report

Contract for Interior Design

Proposed Closing Dates for Calendar Year 2022

Proposed Board Meeting Dates for Calendar Year 2022

Upcoming Board Meetings: September 21, October 19, and November 16, 2021.