

# LAKE BLUFF PUBLIC LIBRARY

123 E. Scranton Avenue  
Lake Bluff, Illinois 60044

## NOTICE OF BYLAWS AND POLICY COMMITTEE

The Bylaws and Policy Committee of the Lake Bluff Public Library Board of Trustees will meet in person for the purposes outlined below:

### **Lake Bluff Public Library Board of Trustees Meeting of Bylaws and Policy Committee Thursday, March 7, 2024 at 7 PM in Spruth Room**

Prior notification of intention to attend is not required but is appreciated. Questions related to the Library agenda can be sent before or shared in person during the meeting to Library Director Renee Grassi at [rgrassi@lakeblufflibrary.org](mailto:rgrassi@lakeblufflibrary.org). For any other questions, contact at Renee Grassi at 847-234-2540.

#### **AGENDA**

##### **I. Call to Order**

##### **II. Roll Call**

##### **III. Public Comment**

##### **IV. ACTION: Review and Approve Minutes from February 6, 2024**

##### **VI. New Business**

- a. Discussion: Follow-up from Library Board Retreat
  - a. Director Recommendation: Review of Library's Financial Policies document by Rachlin
- b. Director Update: Timeline of Special Topics Committee Final Report and timeline for updating Use of Library-Provided Personal Computers Policy
- c. ACTION: Revise Governance and Organizational Structure Policy, GOV-1: Location & Hours and GOV-1.6 Board Committees
- d. Discussion: Review Sample Compensation Philosophy and Policy from HR Source's Final Report to consider revisions to Library's Personnel Policy – Section 4: Employment and Compensation.
- e. Discussion: Consideration of Gift Ban Policy – revise existing Gifts Policy or Personnel Policy or create new separate policy

##### **VII. Executive Session**

- 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)

##### **VII. Any and all other business that may properly come before this Committee**

##### **XI. Adjournment**

All regular meetings and committee meetings of the Lake Bluff Board of Library Trustees are open to the public. If you wish to attend the March 7, 2024 meeting and have special requirements as outlined in the Americans with Disabilities Act, please notify the Library Director Renee Grassi by 12 pm on Thursday, March 7, 2024.