

LAKE BLUFF PUBLIC LIBRARY

123 E. Scranton Avenue

Lake Bluff, Illinois 60044

HUMAN RESOURCES COMMITTEE MEETING

**Lake Bluff Public Library Board of Trustees Meeting of Human Resources Committee
Monday, November 18, 2024 at 1:00 PM in the 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 Interim Director David J. Seleb at interimdirector@lakeblufflibrary.org. For any other questions, contact at David J. Seleb at 224-332-2097.

AGENDA

- I. Approve October 28, 2024 Meeting Minutes**
- II. Discussion:** Review Library Personnel Handbook re:
 - a. Accrual rates for part time and full time employees
 - b. Vacation extensions
 - c. School visitation allowances
 - d. Medical leaves at Library Director's discretion
- III. Holiday Celebration for Library Staff**
- IV. Executive Session if needed**
 - 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)
- V. 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 any meeting and have special requirements as outlined in the Americans with Disabilities Act, please notify the Library Interim Director David J. Seleb.