

Lake Bluff Public Library
Board of Library Trustees Meeting
Wednesday, October 17, 2023 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044

The in-person meeting will be simulcast for any members of the public who do not wish to attend the meeting in-person at the Lake Bluff Public Library building. Questions related to the Library agenda can be sent before or during the meeting to Library Director Renee Grassi at rgrassi@lakeblufflibrary.org. The meeting will be recorded, with the recording made available through the Library's website. For any questions, contact at Renee Grassi at 847-234-2540 or rgrassi@lakeblufflibrary.org.

NOTICE: Members of the public may attend in-person or participate in the meeting remotely via Zoom:

Join Zoom Meeting

<https://us06web.zoom.us/j/2069598344>

Meeting ID: 206 959 8344

One tap mobile

+13092053325,,2069598344# US

+13126266799,,2069598344# US (Chicago)

Dial by your location

- +1 312 626 6799 US (Chicago)
- +1 301 715 8592 US (Washington DC)
- +1 646 558 8656 US (New York)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 720 707 2699 US (Denver)

Find your local number:

<https://us06web.zoom.us/j/2069598344>

Agenda

- 1. Call to Order**
- 2. Roll Call (1 min)**
- 3. Pledge of Allegiance (1 min)**
- 4. Additions & Corrections to the Agenda (2 min)**
- 5. Opportunity for Public to Address the Board (5 min)**
- 6. Resolution for National Friends of Libraries Week (15 min)**
 - a. ACTION: Approval of Resolution NO. 2023-10-17-A
- 7. Approval of Board Meeting Minutes (5 min)**
 - a. ACTION: Approval of Minutes of Sept. 20, 2023 Regular Board Meeting
- 8. Library Director Updates (7 min)**
 - a. Director's Report
 - b. Monthly Statistics Reports
- 9. Committee Reports (15 min)**

(Met)

 - a. Finance Committee (**CHAIR:** Hayes. **MEMBERS:** Shaul, Zaute.)
 - b. Technology Committee (**CHAIR:** TBD. **MEMBERS:** Hayes, Zaute, Shaul)
 - c. Building and Grounds Committee (**CHAIR:** Jerch. **MEMBERS:** Jerch, Berg, Shaul.)
 - d. Human Resources Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch and Shaul.)
 - e. Bylaws & Policy Committee (**CHAIR:** Friedeman. **MEMBERS:** Graziano and Zaute.)

(Did Not Meet)

 - f. Community Engagement Committee (**CHAIR:** TBD. **MEMBERS:** Berg, Graziano.)
 - g. Intergovernmental Committee (**MEMBERS:** Jerch, Grassi)
 - h. Long Range Planning Committee (**CHAIR:** TBD. **MEMBERS:** Friedeman, Shaul)

- i. Special Topics Committee (AD HOC. Committee membership is assigned by topic.)

10. September 2023 Financial Reports (10 min)

- a. ACTION: Approve September Detailed Revenue & Expense Report
- b. ACTION: Approve September Monthly Check Disbursement (15777-15802)
 - i. Voided Checks: 15751-15776

11. New Business

- a. Discussion of Draft Director Letter and Library Hours **(20 min)**
 - i. ACTION: Vote for Approval of New Pilot of Hours of operation starting January 1, 2024
- b. Discussion of Patron 1 Year Suspension Anniversary **(10 min)**
 - i. ACTION: Vote for Approval of Probationary Period
- c. Discussion of Property Tax Levy for 2023-2024 **(10 min)**
 - i. ACTION: Vote to Determine Tax Levy for Lake Bluff Public Library
- d. D65 Intergovernmental Agreement **(5 min)**
 - i. ACTION: Vote for Approve the D65 Intergovernmental Agreement

12. Library Correspondence (5 min)

- a. Correspondence #1: Birthday Bash
- b. Correspondence #2: Accessibility
- c. Correspondence #3: Suggestions

13. Executive Session(s) 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)

14. Any and all other business which may properly come before the Board (10 min)

15. Adjournment (1 minute)

Attachments

- Resolution for National Friends of the Library Week
- Regular Minutes 2023Sept20
- Director's Report
- August Pay Type Totals
- September Pay Type Totals
- September FY Statistics Graph
- September Statistics 3 Year Graphs
- September Revenue and Expenditures Report
- September Check Disbursement Report
- Draft Director Letter
- Written notification of 1 year suspension
- Village First Draft 2023 Tax Levy
- Lake Bluff D65 IGA contract
- Correspondence Birthday Bash
- Correspondence Accessibility
- Correspondence Suggestions

Upcoming Board Meetings:

- November 21, 2023: IN PERSON
- December 12, 2023: IN PERSON
- Tentative January 16, 2024: IN PERSON *Not confirmed; to be voted on at November 2023 Board meeting