

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, December 11, 2012 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044
Enter through Library main entrance

1. **Call to Order**
2. **Additions & Corrections to the Agenda**
3. **Approval of Minutes**
 - a. Approval of Minutes of 11/13/2012 Regular Meeting of the Board **(action)**
4. **November 2012 Financial Reports** – Detailed Balance and Revenue/Expense (Yellow Pages)
 - a. November Detailed Balance Sheet **(action)**
 - b. November Detailed Revenue & Expense Report **(action)**
 - c. November Detailed Revenue & Expense Report **(action)**
5. **Approval of checks** (Green Pages)
 - a. November Manual Checks (10873-10883) **(action)**
 - b. November Monthly Checks (10884-10916) **(action)**
6. **Opportunity for Public to Address the Board** (limit 5 minutes per person per meeting)
7. **Old Business**
 - a. Landscape Update
 - b. Discussion of Potential Projects Using the Library Special Reserve Fund in the Next Fiscal Year **(action)**
 - c. Update on Heat Exchanger for Wood Building
8. **Director's Report**
 - a. Director's Narrative Report
 - b. Statistical Report
 - c. Announcements and Correspondence
 - d. Friends Meeting Attendee for January 12, 2013
 - e. Programs of Interest to Library Trustees
9. **New Business**
 - a. Discussion of December 18 Holiday Party
 - b. Discussion and Approval of Auditors Report for 2011-2012 Fiscal Year **(action)**
 - c. Discussion of Rough Draft of Technology Section of the Long Range Plan

10. Executive Session

- a. 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)

11. Committee Reports

- a. Finance Committee (Stroh, Kregor, Bush)
- b. Human Resources Committee (Gottshall, Bush, Meierhoff)
- c. Building and Grounds Committee (Stroh, Meierhoff)
- d. Technology Committee (Kregor, Wojda)
- e. Public Relations/Advocacy/Fundraising (Gottshall, Wojda)
- f. Friends Liason (rotates among trustees)
- g. Intergovernmental Committee (Stroh, Bush)
- h. Long Range Planning Committee (Kregor, Wojda)

12. Any and all other business which may properly come before the Board**13. Adjournment****Attachments:**

Landscape Budget Numbers

Potential Uses for Reserve Funds, and Original Sketch for 'Phase 2' of the Renovation

Rough Draft of Technology Portion of the Long Range Plan

Summary of Responsibilities, TLC vs. CVI

Lake Forester Article about Library

PC Reservation Brochure

Upcoming Board Meetings: January 8, 2013, February 12, 2013, and March 12, 2013