

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, February 14, 2012 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044
Enter through Library main entrance

- 1. Call to Order & Roll Call**
- 2. Additions & Corrections to the Agenda**
- 3. Executive Session**
 - a. To discuss the selection of a person to fill a public office in compliance with the Open Meetings Act, 5 ILCS 120/2(c)(3).
- 4. Appointment of New Trustee (action)**
- 5. Oath of Office for New Board Member**
- 6. Approval of Minutes**
 - a. Approval of Minutes of 1/10/12 Regular Meeting **(action)**
 - b. Approval of Minutes of 1/31/12 Special Meeting **(action)**
- 7. Approval of checks (Green Pages)**
 - a. Manual Checks (10356-10372) **(action)**
 - b. Monthly Checks (10373-10404) **(action)**
- 8. January 2012 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages)**
 - a. Detailed Balance Sheet **(action)**
 - b. Detailed Revenue & Expense Report **(action)**
 - c. Detailed Revenue & Expense Report with Percentages **(action)**
- 9. Opportunity for Public to Address the Board (limit 5 minutes per person per meeting)**
- 10. Old Business**
 - a. Possible Safety Issues (Lighting, Sidewalk)
- 11. Director's Report**
 - a. Director's Narrative Report
 - b. Statistical Report
 - c. Announcements and Correspondence
 - d. Friends Meeting Attendee for January
 - e. Programs of Interest to Library Trustees

12. New Business

- a. Budget for Fiscal Year May 2012-April 2013 **(possible action)**
- b. Proposed Staff In-Service Day (September 12, 2012) **(action)**
- c. Letter Regarding Improperly Issued Nonresident Accounts **(action)**
- d. Smoking Near Library Entrance **(possible action)**
- e. Air Conditioning for Library Server Room **(possible action)**
- f. Increased Computer Usage
- g. Corporate Resolution to Set Up Online Banking with Northern Trust **(action)**
- h. Corporate Resolution for Northern Trust to Change Names on Accounts **(action)**
- i. Corporate Resolution for Lake Forest Bank and Trust to Change Names on Accounts **(action)**

13. Committee Reports

- a. Finance Committee (Stroh, Marozsan, Gottshall)
- b. Human Resources Committee (Gottshall, Bush)
- c. Building and Grounds Committee (Stroh, Meierhoff)
- d. Technology Committee (Marozsan, Meierhoff)
- e. Public Relations/Advocacy/Fundraising
- f. Friends Liaison (Bush, Nickels)
- g. Historical Museum Liaison (Nickels, Bush)
- h. Long Range Planning Committee

14. Any and all other business which may properly come before the Board**15. Adjournment****Attachments:**

Rough Draft of Library Card Application
Thank You Letter from Chung-Li Elementary
Proposed 2012-2013 Budget
Letter Regarding Improperly Issues Library Cards
Proposals for Air Conditioning Server Room
Updated Board Contact List

Upcoming Board Meetings: March 6, April 10, and May 8, 2012