

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, April 8, 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. **Introduction to a Staff Member**
4. **Approval of Minutes**
 - a. Approval of Minutes of March 11, 2014 Finance Committee Meeting (**approx. 5 minutes**) (**action**)
5. **March 2014 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages) (approx. 10 minutes)**
 - a. March Detailed Balance Sheet (**action**) (**available at Board Meeting**)
 - b. March Detailed Revenue & Expense Report (**action**) (**available at Board Meeting**)
6. **Approval of checks (Green Pages) (approx. 10 minutes)**
 - a. March Manual Checks (11562-11569) (**action**)
 - b. March Monthly Checks (11570-11599) (**action**)
7. **Opportunity for Public to Address the Board** (limit 5 minutes per person per meeting)
8. **Old Business**
 - a. Revised Personnel Handbook (**approx. 15 minutes**) (**action**)
9. **Director's Report (approx. 15 minutes)**
 - a. Director's Narrative Report
 - b. Statistical Report
 - c. Announcements and Correspondence
 - d. Friends Meeting Attendee for April 19, 2014
 - e. Programs of Interest to Library Trustees
10. **New Business**
 - a. Policy on Payment of Part-Time Staff Members During Unplanned Closings (**approx. 10 minutes**) (**action**)
 - b. Vote of Thanks (**approx. 5 minutes**)

11. Executive Session(s)**(approx. 30-45 minutes, if entered)**

- 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)

12. Committee Reports

- a. Finance Committee (Butler, Kregor)
- b. Human Resources Committee (Stroh, Wojda, Butler)
- c. Building and Grounds Committee (Stroh, Meierhoff, Schons)
- d. Technology Committee (Kregor, Wojda, Butler)
- e. Public Relations/Advocacy/Fundraising (Schnell, Wojda, Schons)
- f. Intergovernmental Committee (Stroh, Schnell)
- g. Long Range Planning Committee (Kregor, Wojda, Butler)

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

Revised Personnel Handbook

Current Policy on Payment of Part-Time Staff during Unplanned Closures

Proposed Policy on Payment of Part-Time Staff Members during Unplanned Closures

Information on AWE Early Literacy Workstations

Upcoming Board Meetings: May 13, June 10, and July 8 2014