

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, May 13, 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. Election of Secretary Pro Tempore (action) (approx. 5 minutes)**
- 4. Election of Board Officers and Selection of Committee Members (action) (approx. 10 minutes)**
- 5. Introduction to a Staff Member (Eliza Jarvi) (approx. 5 minutes)**
- 6. Approval of Minutes**
 - a. Approval of Minutes of April 8, 2014 Regular Board Meeting **(action) (approx. 5 minutes)**
 - b. Approval of Minutes of April 8, 2014 Building and Grounds Committee Meeting **(action) (approx. 5 minutes)**
 - c. Approval of Minutes of April 4, 2014 Human Resources Committee Meeting **(action) (approx. 5 minutes)**
- 7. March and April 2014 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages) (approx. 15 minutes)**
 - a. March Detailed Balance Sheet **(action)**
 - b. March Detailed Revenue & Expense Report **(action)**
 - c. April Detailed Balance Sheet **(action)**
 - d. April Detailed Revenue & Expense Report **(action)**
- 8. Approval of checks (Green Pages) (approx. 10 minutes)**
 - a. April Manual Checks (11600-11606) **(action)**
 - b. April Monthly Checks (11607-11645) **(action)**
- 9. Opportunity for Public to Address the Board (limit 5 minutes per person per meeting)**
- 10. Old Business**
 - a. (None)

11. Director's Report (approx. 15 minutes)

- a. Director's Narrative Report
- b. Statistical Report
- c. Announcements and Correspondence
- d. Friends Meeting Attendee for May 17, 2014 at 10:00am
- e. Programs of Interest to Library Trustees

12. New Business

- a. Facilities Maintenance and Space Usage Analysis Reports **(action) (available at meeting) (approx. 15 minutes)**
- b. Summary of Fiscal Year 2013-2014 Programs **(approx. 5 minutes)**
- c. Summary of Fiscal Year 2013-2014 Donations **(approx. 5 minutes)**
- d. Brief End of Fiscal Year Financial Report **(approx. 10 minutes)**
- e. Update on Snow Removal **(approx. 10 minutes)**

13. 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)

14. 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)

15. Any and all other business which may properly come before the Board**16. Adjournment****Attachments:**

Annual Calendar
Photo of Book Drive Results
Summary of Fiscal Year 2013-2014 Programs
Summary of Fiscal Year 2013-2014 Donations
Snow Removal Update

Upcoming Board Meetings: June 10, July 8, and August 12, 2014