

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting**  
**Tuesday, October 21, at 7:00 PM**  
123 E. Scranton Ave, Lake Bluff, IL 60044  
Enter through Library main entrance

1. **Call to Order (7:00pm)**
2. **Additions & Corrections to the Agenda (2 minutes)(7:02pm)**
3. **Opportunity for Public to Address the Board** (limit 5 minutes per person per meeting)
4. **Discussion of Financial Reports with Susan Griffin and Marlene Scheibl from the Village of Lake Bluff (20 minutes)(7:22pm)**
5. **Presentation by Joe Huberty of Engberg Anderson (10 minutes)(7:32pm)**
6. **Approval of Minutes**
  - a. Approval of Minutes of September 16, 2014 Regular Board Meeting **(action)(2 minutes)(7:34pm)**
  - b. Approval of Minutes of September 22, 2014 Technology Committee Meeting **(action)(2 minutes)(7:36pm)**
  - c. Approval of Minutes of October 10, 2014 Finance Committee Meeting **(action)(2 minutes)(7:38pm)**
  - d. Approval of Minutes of October 14, 2014 Human Resources Committee Meeting **(action)(2 minutes)(7:40pm)**
7. **Treasurer's Report (10 minutes)(7:50pm)**
8. **September 2014 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages) (5 minutes)(7:55pm)**
  - a. September Detailed Balance Sheet **(action)**
  - b. September Detailed Revenue & Expense Report **(action)**
9. **Approval of checks (Green Pages) (10 minutes)(8:05pm)**
  - a. September Manual Checks (11815-11833) **(action)**
  - b. September Monthly Checks (11834-11858) **(action)**
10. **Committee Reports (15 minutes)(8:20pm)**
  - a. Building and Grounds Committee (**CHAIR:** Schons. **MEMBERS:** Meierhoff and Stroh.)
  - b. Finance Committee (**CHAIR:** Butler. **MEMBERS:** Kregor.)
  - c. Human Resources Committee (**CHAIR:** Butler. **MEMBERS:** Meierhoff, Stroh, Wojda.)
  - d. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Stroh and Schnell.)

- e. Long Range Planning Committee (**CHAIR:** Kregor. **MEMBERS:** Butler and Wojda.)
- f. Outreach Committee (**CHAIR:** Schons. **Members:** Schnell.)
- g. Technology Committee (**CHAIR:** Kregor. **MEMBERS:** Wojda.)

**11. New Business**

- a. Board Meeting Dates for 2015 (**action**)(5 minutes)(8:25pm)
- b. Holiday Luncheon (**action**)(5 minutes)(8:30pm)
- c. Format of Committee Reports (**10 minutes**)(8:40pm)
- d. Local Area Network Maintenance Contract (**5 minutes**)(8:45pm)

**12. Old Business**

- a. Approval and Storage Process for Minutes (**action**)(10 minutes)(8:55pm)

**13. Director's Report (5 minutes)(9:00pm)**

- a. Director's Narrative Report
- b. Friends Meeting Attendee for November 15, 2014 at 10:00am

**14. Executive Session(s)**

**(approximately 30-45 minutes)(9:00pm)**

- a. 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)

**15. Any and all other business which may properly come before the Board****16. Adjournment (1 minute)(9:01pm)****Attachments:**

Statistics Report

Proposed 2015 Board Meeting Dates

Proposed Policy Addition for Handling of Minutes

**Upcoming Board Meetings: November 18, 2014, December 16, 2014, and January 20, 2015**