

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, May 17th, 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. **Election of Secretary Pro Tempore (action)(5 minutes)(7:07pm)**
4. **Election of Board Officers and Selection of Committee Members (10 minutes)(7:17pm)**
5. **Opportunity for Public to Address the Board (limit 5 minutes per person per meeting)**
6. **Approval of Minutes**
 - a. Approval of Minutes of April 19th, 2016 Regular Board Meeting **(action)(2 minutes)(7:19pm)**
7. **April 2016 Financial Reports – Detailed Balance and Revenue/Expense (White and Yellow Pages) (action)(5 minutes)(7:24pm)**
 - a. April Financial Summary Report
 - b. April Detailed Revenue & Expense Report
 - c. April Detailed Balance Sheet
8. **Approval of checks (Green Pages) (10 minutes)(7:34pm)**
 - a. April Manual Checks (xx-xx) **(action)**
 - b. April Monthly Checks (xx-xx) **(action)**
9. **Committee Reports (30 minutes)(8:04pm) (Committees that met)**
 - a. Building and Grounds Committee (**CHAIR:** Schons. **MEMBERS:** Jerch, Meierhoff, and Stroh.)
 - b. Building Task Force (**CHAIR:** Meierhoff. **MEMBERS:** Schons.)

(Committees that did not meet)

 - a. Finance Committee (**CHAIR:** Butler. **MEMBERS:** Kregor.)
 - b. Human Resources Committee (**CHAIR:** Butler. **MEMBERS:** Meierhoff, Stroh, Wojda.)
 - c. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Jerch and Stroh.)
 - d. Long Range Planning Committee (**CHAIR:** Kregor. **MEMBERS:** Butler, Schons, and Wojda.)
 - e. Outreach Committee (**CHAIR:** Schons. **Members:** Butler.)

- f. Technology Committee (**CHAIR:** Kregor. **MEMBERS:** Wojda.)

10. New Business

- a. Summary of FY2015-2016 Donations **(5 minutes)(8:09pm)**
- b. Summary of Program Cost and Participation for FY2015-2016 **(5 minutes)(8:14pm)**
- c. Presentation of Patron Satisfaction Survey **(20 minutes)(8:34pm)**

11. Old Business

- a. Logo Design and Branding **(action)(15 minutes)(8:49pm)**
- b. HVAC Maintenance Agreement **(action)(10 minutes)(8:59pm)**

12. Director's Report (5 minutes)(9:04pm)

- a. Director's Narrative Report

13. Executive Session(s)

(30 minutes if entered)

- a. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 and in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (21)
- b. 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. Any and all other business which may properly come before the Board

15. Adjournment (1 minute)(9:05pm)

Attachments:

Usage Statistics for the Month of April, 2016
 Friends Meeting Attendees for 2016
 Responsibilities of Trustee Officers and Committees
 Contact List for Board of Trustees
 Ter Molen Watkins and Brandt Fundraising Proposal

Upcoming Board Meetings: June 21, July 19, and August 16, 2016.