

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, October 18th, 2016 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 FY17-18 Levy and FY15-16 Auditor's Report (CAFR) with Susan Griffin and Marlene Scheibl from the Village of Lake Bluff (30 minutes)(7:32pm)**
5. **Approval of Minutes**
 - a. Approval of Minutes of September 20th, 2016 Regular Board Meeting **(action)(2 minutes)(7:34pm)**
6. **August 2016 Financial Reports** – Detailed Balance and Revenue/Expense (White and Yellow Pages) **(action)(5 minutes)(7:39pm)**
 - a. September Financial Summary Report
 - b. September Detailed Revenue & Expense Report
 - c. September Detailed Balance Sheet
7. **Approval of checks** (Green Pages)
(5 minutes)(7:44pm)
 - a. September Manual Checks (12791-12793) **(action)**
 - b. September Monthly Checks (12794-12817) **(action)**
8. **Committee Reports (10 minutes)(7:54pm)**
(Committees that met)
 - a. Building Project Task Force **(CHAIR: Meierhoff. MEMBERS: Schons.)**
 - b. Finance Committee **(CHAIR: Butler. MEMBERS: Kregor.)****(Committees that did not meet)**
 - a. Building and Grounds Committee **(CHAIR: Schons. MEMBERS: Jerch, Meierhoff, and Stroh.)**
 - b. Human Resources Committee **(CHAIR: Kregor. MEMBERS: Butler and Meierhoff.)**
 - c. Intergovernmental Committee **(CHAIR: Bailey. MEMBERS: Jerch and Stroh.)**
 - d. Long Range Planning Committee **(CHAIR: Wojda. MEMBERS: Schons.)**
 - e. Outreach Committee **(CHAIR: Schons. MEMBERS: Butler and Kregor.)**
 - f. Policy and Bylaw Committee **(CHAIR: Stroh. MEMBERS: Meierhoff, and Schons.)**

9. New Business

- a. Tax Levy for FY2017-2018 **(action)(10 minutes)(8:04pm)**
- b. Board Meeting Dates for 2017 **(action)(5 minutes)(8:09pm)**
- c. Local Government Travel Expenses Control Act **(action)(10 minutes)(8:19pm)**
- d. Per Capita Grant FY17-18 Requirements **(10 minutes)(8:29pm)**
- e. Audit for FY15-16 **(action)(10 minutes)(8:39pm)**
- f. Selection of Date for Holiday Luncheon **(5 minutes)(8:44pm)**

10. Old Business

- a. Discussion of PNC Bank Property **(15 minutes)(8:59pm)**
- b. Fundraising, and Building Project **(10 minutes)(9:09pm)**
- c.

11. Director's Report (5 minutes)(9:14pm)

- a. Director's Narrative Report

12. Executive Session(s)**(10 minutes)(9:24pm)**

- 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)

13. Any and all other business which may properly come before the Board**14. Adjournment (1 minute)(9:25pm)****Attachments:**

Friends Meeting Attendees for 2016

Usage Statistics for the Month of September, 2016

LibraryJournal: 360 Degree Fundraising

Tax Levy Summary

Proposed Meeting Dates for 2017

Proposal for Local Government Travel Expenses Control Act

Per Capita Grant FY17-18 Requirements and Responses

Annual Financial Report from Auditors

Auditor's Communication to the Board of Trustees

Summary of Projected Building Costs at PNC Property

Upcoming Board Meetings: November 15, 2016, December 20, 2016, and January 17, 2017