

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, December 12th, 2017 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. **Discussion of FY18-19 Levy and FY16-17 Auditor's Report (CAFR) with Bettina O'Connell and Marlene Scheibl from the Village of Lake Bluff (action)(18 minutes)(7:20pm)**
4. **Opportunity for Public to Address the Board (5 minutes)(7:25pm)** (limit 5 minutes per person per meeting)
5. **Approval of Minutes**
 - a. Approval of Minutes of October 17th, 2017 Board Meeting **(action)(2 minutes)(7:27pm)**
6. **October and November 2017 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages) (action) (5 minutes)(7:32pm)**
 - a. October Detailed Revenue & Expense Report
 - b. October Detailed Balance Sheet
 - c. November Detailed Revenue & Expense Report
 - d. November Detailed Balance Sheet
7. **Approval of checks (Green Pages) (5 minutes)(7:37pm)**
 - a. October Monthly Checks (13253-13256, 13258-13298)**(action)**
 - b. November Monthly Checks (13300-13307, 13309-13332)**(action)**
8. **Committee Reports (10 minutes)(7:47pm) (Met)**
 - a. Bylaw and Policy Committee (**CHAIR:** Stroh. **MEMBERS:** Schons.)
 - b. Finance Committee (**CHAIR:** Kregor. **MEMBERS:** Butler.)
 - c. Human Resources Committee (**CHAIR:** Butler. **MEMBERS:** Jerch and Meierhoff.)
 - d. Long Range Planning Committee (**CHAIR:** Jackson. **MEMBERS:** Kregor and Schons.)
 - e. Outreach Committee (**CHAIR:** Kregor. **Members:** Jackson.)
(Did not meet)
 - f. Building and Grounds Committee (**CHAIR:** Schons. **MEMBERS:** Jerch, Meierhoff, and Stroh.)
 - g. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Jerch and Stroh.)

9. New Business

- a. Communication from Community Member RE: Intergovernmental Agreement **(action)(5 minutes)(7:52pm)**
- b. Feasibility Case Document (Prospectus) **(action)(15 minutes)(8:07pm)**
- c. Gifts and Donations Policy **(action)(5 minutes)(8:12pm)**
- d. Harassment and Discrimination Policy **(action)(5 minutes)(8:17pm)**
- e. Per Capita Grant **(action)(5 minutes)(8:22pm)**

10. Old Business

- a. Fundraising and Building Project **(5 minutes)(8:27pm)**

11. Director's Report (5 minutes)(8:32pm)

- a. Director's Narrative Report

12. Executive Session(s)

- 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)(8:33pm)****Attachments:**

Upcoming Friends Meetings
October Statistics Report
November Statistics Report **(available at meeting)**
Annual Financial Report
Auditor's Communication to Library Board
Communication from Community Member
Feasibility Case Document
Gifts and Donations Policy
Harassment and Discrimination Policy
Per Capita Grant Materials

Upcoming Board Meetings: January 16, February 20, and March 20, 2017.