

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting**  
**Tuesday, November 12<sup>th</sup>, 2019 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 (5 minutes)(7:07pm)** (limit 5 minutes per person per meeting)
- 4. Approval of Minutes**
  - a. Approval of Minutes of September 17<sup>th</sup>, 2019 Board Meeting **(action)(2 minutes)(7:09pm)**
- 5. September and October 2019 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages) (action) (5 minutes)(7:14pm)**
  - a. September Detailed Revenue & Expense Report
  - b. September Detailed Balance Sheet
  - c. October Detailed Revenue & Expense Report
  - d. October Detailed Balance Sheet
- 6. Approval of checks (Green Pages) (5 minutes)(7:19pm)**
  - a. September Monthly Checks (14145-14154, 14156-14179)**(action)**
  - b. October Monthly Checks (14180-14188, 14190-14212)**(action)**
- 7. Committee Reports (10 minutes)(7:29pm) (Met)**
  - a. Building and Grounds Committee **(CHAIR: Jerch. MEMBERS: Meierhoff, and Stroh.)**
  - b. Finance Committee **(CHAIR: Hayes. MEMBERS: Butler, and Meierhoff.)**
  - c. Human Resources Committee **(CHAIR: Butler. MEMBERS: Heintzelman and Jerch.)**

**(Did not meet)**

  - a. Intergovernmental Committee **(CHAIR: Bailey. MEMBERS: Jackson and Stroh.)**
  - b. Long Range Planning Committee **(CHAIR: Heintzelman. MEMBERS: Hayes and Jackson.)**
  - c. Outreach Committee **(CHAIR: Jackson. Members: Jerch.)**
- 8. New Business**
  - a. Meetings for Calendar Year 2020 **(action)(5 minutes)(7:34pm)**
  - b. Levy for Fiscal Year 2020-2021 **(action)(10 minutes)(7:44pm)**
  - c. Date for Holiday Luncheon **(action)(5 minutes)(7:49pm)**

**9. Old Business**

- a. Long Range Plan Draft **(action)(10 minutes)(7:59pm)**
- b. Update on Fundraising **(5 minutes)(8:04pm)**

**10. Director's Report (5 minutes)(8:04pm)**

- a. Director's Narrative Report

**11. 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)

**12. Any and all other business which may properly come before the Board****13. Adjournment (1 minute)(8:05pm)****Attachments:**

Statistics for September 2019  
Statistics for October 2019  
Friends Meeting Dates for 2019  
October 2019 Centennial Update  
List of Board Meeting Dates for Calendar Year 2020  
Article on Little Free Library  
Committee Goal Summary Document  
Proposed Schedule for Director's Evaluation  
Long Range Plan Document  
Proposal for Levy

**Upcoming Board Meetings: December 10, 2019, January 21, 2020, and February 18, 2020.**