

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, February 16, 2021 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044

NOTICE: The meeting of the Board of Library Trustees of the Lake Bluff Public Library will be held without a quorum of Trustees physically present. The Trustees will conduct the Board meeting with Trustees attending remotely via electronic means. This method of conducting the Board meeting is authorized by Executive Order of the Governor (COVID-19 Executive Order No. 5, March 16, 2020).

In keeping with guidelines on meetings and social distancing, there will be no physical gathering of Trustees or the Public at the Library. The meeting is open to attendance by the public by the following:

Join Zoom Meeting

<https://zoom.us/j/93815830300?pwd=Wm1lejdzN1pKMlBVOWU5eCttbUdBZz09>

Meeting ID: 938 1583 0300

Passcode: 107958

One tap mobile

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Dial by your location

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+1 301 715 8592 US (Washington DC)

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 938 1583 0300

Passcode: 107958

Find your local number: <https://zoom.us/u/adNUEZCb66>

Questions related to the Library agenda can be sent before or during the meeting to Eric Bailey ebailey@lakeblufflibrary.org The meeting will be recorded, with the recording made available through the Library's website. For any questions, please contact Library Director Eric Bailey at 847-401-4952 or ebailey@lakeblufflibrary.org

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 January 19, 2021 Board Meeting **(action)(2 minutes)(7:09pm)**
5. **January 2021 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages) (action) (5 minutes)(7:14pm)**
 - a. January Detailed Revenue & Expense Report
 - b. January Detailed Balance Sheet
6. **Approval of checks (Green Pages) (5 minutes)(7:19pm)**
 - a. January Monthly Checks (14640-14678)**(action)**
7. **Committee Reports (5 minutes)(7:24pm)**
 - a. Building and Grounds Committee (**CHAIR:** Jerch. **MEMBERS:** Meierhoff, and Stroh.)
 - b. Human Resources Committee (**CHAIR:** Jerch. **MEMBERS:** Brockett and Heintzelman.)

(Did Not Meet)

 - c. Bylaw and Policy Committee (**CHAIR:** Stroh. **MEMBERS:** Heintzelman.)
 - d. Finance Committee (**CHAIR:** Hayes. **MEMBERS:** Meierhoff, and Zaute.)
 - e. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Stroh.)
 - f. Long Range Planning Committee (**CHAIR:** Heintzelman. **MEMBERS:** Hayes and Zaute.)
 - g. Outreach Committee (**CHAIR:** Jerch. **Members:** Brockett.)
8. **New Business**
 - a. Annual Evaluation **(10 minutes)(7:34pm)**
9. **Old Business**
 - a. Capital Project Update **(5 minutes)(7:39pm)**
10. **Director's Report (5 minutes)(7:44pm)**
 - 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)(7:45pm)

Attachments:

Statistics for January 2021

Friends Meeting Dates for 2021

Schedule for Director's Evaluation

Upcoming Board Meetings: January 19, February 16, and March 16, 2021.