

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting**  
**Tuesday, March 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/98794022599?pwd=NU90YU1NQ2FkUFU5M3IvcVJPdGITQT09>

Meeting ID: 987 9402 2599

Passcode: 898425

One tap mobile

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Dial by your location

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+1 301 715 8592 US (Washington DC)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 987 9402 2599

Passcode: 898425

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

Questions related to the Library agenda can be sent before or during the meeting to Eric Bailey [ebailey@lakeblufflibrary.org](mailto: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](mailto: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 February 16, 2021 Board Meeting **(action)(2 minutes)(7:09pm)**
5. **February 2021 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages) (action) (5 minutes)(7:14pm)**
  - a. February Detailed Revenue & Expense Report
  - b. February Detailed Balance Sheet
6. **Approval of checks (Green Pages) (5 minutes)(7:19pm)**
  - a. February Monthly Checks (14679-14685, 14687-14702)**(action)**
7. **Committee Reports (5 minutes)(7:24pm)**
  - a. Finance Committee **(CHAIR: Hayes. MEMBERS: Meierhoff, and Zaute.)**
  - b. Human Resources Committee **(CHAIR: Jerch. MEMBERS: Brockett and Heintzelman.)**

**(Did Not Meet)**

  - a. Building and Grounds Committee **(CHAIR: Jerch. MEMBERS: Meierhoff, and Stroh.)**
  - b. Bylaw and Policy Committee **(CHAIR: Stroh. MEMBERS: Heintzelman.)**
  - c. Intergovernmental Committee **(CHAIR: Bailey. MEMBERS: Stroh.)**
  - d. Long Range Planning Committee **(CHAIR: Heintzelman. MEMBERS: Hayes and Zaute.)**
  - e. Outreach Committee **(CHAIR: Jerch. Members: Brockett.)**
  - f. Technology Committee **(CHAIR: Zaute. Members: Hayes.)**
8. **New Business**
  - a. Resolution of Thanks to Carol Carter **(10 minutes)(7:34pm)**
  - b. Contract with CVI **(10 minutes)(7:44pm)**
  - c. Replacement of Virtual Servers, PDU, and Switch **(15 minutes)(7:59pm)**
9. **Old Business**
  - a. Final Reading of FY21-22 Budget **(10 minutes)(8:09pm)**
  - b. Director’s Annual Evaluation **(5 minutes)(8:14pm)**
  - c. Capital Project Update **(5 minutes)(8:19pm)**
10. **Director’s Report (5 minutes)(8:24pm)**

- 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)(8:25pm)**

**Attachments:**

Statistics for February 2021  
Friends Meeting Dates for 2021  
Schedule for Director's Evaluation  
Draft Budget for FY21-22  
Contract with CVI  
Bid for Replacement Virtual Servers  
Bid for Replacement Switch  
Bid for Replacement PDU  
Resolution of Thanks to Carol Carter

**Upcoming Board Meetings: February 16, March 16, and April 20, 2021.**