

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting**  
**Tuesday, December 13, 2022 at 7:00 PM**  
 123 E. Scranton Ave, Lake Bluff, IL 60044

**NOTICE: Due to the COVID-19 emergency, this meeting will be held primarily virtually pursuant to Section 7(e) of the Open Meetings Act. Members of the public may view and participate in the meeting remotely via:**

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As required by law, at least one representative from the Library will be present at the Library and the virtual meeting will be simulcast for any members of the public who do not wish to view the virtual meeting from another location. Prior notification of intention to attend is not required but is appreciated. Questions related to the Library agenda can be sent before or during the meeting to Katie Horner at [khorne@lakeblufflibrary.org](mailto:khorne@lakeblufflibrary.org). The meeting will be recorded, with the recording made available through the Library's website. For any questions, please contact Interim Director Katie Horner at 224-332-2103 or [khorne@lakeblufflibrary.org](mailto:khorne@lakeblufflibrary.org)

**Agenda**

- 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 November 15, 2022 Board Meeting **(action)(5 minutes)(7:12pm)**
- 5. November Financial Reports – Detailed Balance and Revenue/Expense (action) (5 minutes)(7:17pm)**
  - a. November Detailed Revenue & Expense Report
  - b. November Detailed Balance Sheet

**6. Approval of checks (action)(5 minutes)(7:22pm)**

- a. November Monthly Checks (15418, 15420-15458)

**7. Committee Reports (15 minutes)(7:37pm)****(Met)**

- a. Human Resources Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch and Shaul.)
- b. Special Topics Committee (AD HOC) (**MEMBERS:** Jerch, Meierhoff, Shaul, and Zaute.)

**(Did Not Meet)**

- c. Building and Grounds Committee (**CHAIR:** Jerch. **MEMBERS:** Meierhoff and Shaul.)
- d. Bylaw and Policy Committee (**MEMBERS:** Heintzelman and Meierhoff.)
- e. Campaign Planning Committee (AD HOC) (**MEMBERS:** Heintzelman, Meierhoff, and Jerch.)
- f. Finance Committee (**CHAIR:** Hayes. **MEMBERS:** Meierhoff and Zaute.)
- g. Outreach Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch.)
- h. Intergovernmental Committee (**CHAIR:** Horner. **MEMBERS:** Jerch and Graziano.)
- i. Long Range Planning Committee (**MEMBERS:** Hayes, Heintzelman, and Zaute.)
- j. Technology Committee (**CHAIR:** Zaute. **MEMBERS:** Hayes and Shaul.)

**8. New Business**

- a. Per Capita Grant Update (**5 minutes**)(7:42pm)
- b. Notary Liability Coverage (**5 minutes**)(7:47pm)
- c. State Funding For Building Expansion (**10 minutes**)(7:57pm)

**9. Old Business**

- a. None

**10. Interim Director's Narrative Report (5 minutes)(8:02pm)**

- a. Interim 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)(8:03pm)****Attachments:**

New Business Summary  
November 2022 Statistics

**Upcoming Board Meetings: January 17, 2023, February 21, 2023, March 21, 2023**