

**Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, October 18, 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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Meeting ID: 879 6205 1327	+1 719 359 4580 US
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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. 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

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 September 20, 2022 Board Meeting (**action**)(5 minutes)(7:12pm)
- 5. September Financial Reports – Detailed Balance and Revenue/Expense (action) (5 minutes)(7:17pm)**
 - a. September Detailed Revenue & Expense Report (**available at meeting**)
 - b. September Detailed Balance Sheet (**available at meeting**)

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

- a. September Monthly Checks (15360, 15362-15384)(available at meeting)

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

- a. Human Resources Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch and Shaul.)

(Did Not Meet)

- b. Building and Grounds Committee (**CHAIR:** Jerch. **MEMBERS:** Meierhoff and Shaul.)
- c. Bylaw and Policy Committee (**MEMBERS:** Heintzelman and Meierhoff.)
- d. Campaign Planning Committee (AD HOC) (**MEMBERS:** Heintzelman, Meierhoff, and Jerch.)
- e. Finance Committee (CHAIR: Hayes. **MEMBERS:** Meierhoff and Zaute.)
- f. Outreach Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch.)
- g. Request for Reconsideration Committee (AD HOC) (**MEMBERS:** Heintzelman, Jerch, Meierhoff, and Shaul)
- 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. Review of budget timeline **(5 minutes)(7:42pm)**
- b. Discussion of patron incident on 10/10/22 **(15 minutes)(7:57pm)**
- c. Discussion of director interview process **(15 minutes)(8:12pm)**

9. Old Business

- a. Thanksgiving Eve Closure for 2022 **(5 minutes)(8:17pm)**
- b. Foundation Report **(5 minutes)(8:22pm)**

10. Interim Director's Narrative Report (5 minutes)(8:27pm)

- 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)(8:28pm)****Attachments:**

Budget Timeline

Summary of Patron Incident on 10/10/22

September 2022 Statistics

Upcoming Board Meetings: November 15, December 13, 2022, January 17, 2023