

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, February 21, 2023 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 Library Director Renee Grassi at rgrassi@lakeblufflibrary.org. The meeting will be recorded, with the recording made available through the Library's website. For any questions, contact at Renee Grassi at 847-234-2540 or rgrassi@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 January 17, 2023 Board Meeting **(action)(5 minutes)(7:12pm)**
- 5. January 2023 Financial Reports – Detailed Balance and Revenue/Expense (action) (5 minutes)(7:17pm)**
 - a. January Detailed Revenue & Expense Report
 - b. January Detailed Balance Sheet
- 6. Approval of checks (action)(5 minutes)(7:22pm)**
 - a. January Monthly Checks (15490, 15492-15539)
- 7. Committee Reports (15 minutes)(7:37pm)**
(Met)
 - a. Finance Committee (CHAIR: Hayes. **MEMBERS:** Meierhoff and Zaute.)
 - a. Human Resources Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch and Shaul.)

- b. Special Topics Committee (AD HOC) (**MEMBERS:** Jerch, Meierhoff, Shaul, and Zaute.)
- c. Building and Grounds Committee (**CHAIR:** Jerch. **MEMBERS:** Meierhoff and Shaul.)
- d. Finance Committee (**CHAIR:** Hayes. **MEMBERS:** Meierhoff and Zaute.)

(Did Not Meet)

- e. Bylaw and Policy Committee (**MEMBERS:** Heintzelman and Meierhoff.)
- f. Campaign Planning Committee (AD HOC) (**MEMBERS:** Heintzelman, Meierhoff, and Jerch.)
- g. Outreach Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch.)
- h. Intergovernmental Committee (**CHAIR:** Grassi. **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. Recommended Changes to Spending Limit Statement for Library Director (**action**) (**15 minutes**) (**7:52pm**)
- b. Scheduling Trustee Representation at 2023 Friends of the Library Meetings (**5 minutes**) (**7:57pm**)

9. Old Business

- a. Building Survey Report from Engberg Anderson Architects (tabled from January 2023 meeting) (**20 minutes**) (**8:17pm**)

10. Director's Report (5 minutes)(8:22pm)

- a. Director's Report

11. Executive Session(s) if needed

- 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(5 minutes)(8:27pm)

13. Adjournment (1 minute)(8:28pm)

Attachments

- January 2023 Statistics
- Proposed Policy Change to Library Director Spending Limit
- Lake Bluff Public Library MEPFP Facility Report Preliminary
- Funding Request Proposal to Friends of the Lake Bluff Public Library Jan. 2023

Upcoming Board Meetings: March 21, 2023; April 18, 2023 May 16, 2023