

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, July 18, 2023 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044

The in-person meeting will be simulcast for any members of the public who do not wish to attend the meeting in-person at the Lake Bluff Public Library building. 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.

NOTICE: Members of the public may attend in-person or participate in the meeting remotely via Zoom:

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Agenda

- 1. Call to Order**
- 2. Roll Call (1 min)**
- 3. Pledge of Allegiance (1 min)**
- 4. Additions & Corrections to the Agenda (2 min)**
- 5. Opportunity for Public to Address the Board (5 min)**
- 6. New Legal Representation for the Library (5 min)**
 - a. Background and Context - Board President
 - b. ACTION: Proposal Letter from Julie Tappendorf, Ancel & Glink
- 7. Library Law Board Presentation by Adam Simon, Ancel & Glink (30 min)**
- 8. Approval of Board Meeting Minutes (5 min)**
 - a. ACTION: Approval of Minutes of June 20, 2023 Regular Board Meeting
 - b. ACTION: Approval of Minutes of June 21, 2023 Special Board Meeting
- 9. Library Director Updates (7 min)**
 - a. Director's Report
 - b. Monthly Statistics Report
- 10. Committee Reports (5 min)**

(Met)

 - a. Bylaws & Policy Committee (**CHAIR:** Friedeman. **MEMBERS:** Graziano and Zaute.)

(Did Not Meet)

 - a. Human Resources Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch and Shaul.)
 - b. Building and Grounds Committee (**CHAIR:** TBD. **MEMBERS:** Jerch, Berg.)
 - c. Community Engagement Committee (**CHAIR:** TBD. **MEMBERS:** Berg, Graziano.)
 - d. Finance Committee (**CHAIR:** TBD. **MEMBERS:** Shaul, Zaute.)

- e. Intergovernmental Committee (**MEMBERS:** Jerch, Grassi)
- f. Long Range Planning Committee (**CHAIR:** TBD. **MEMBERS:** Friedeman, Shaul)
- g. Technology Committee (**CHAIR:** TBD. **MEMBERS:** Hayes, Zaute.)
- h. Special Topics Committee (AD HOC. Committee membership is assigned by topic.)

11. June 2023 Financial Reports (10 min)

- a. ACTION: June Detailed Revenue & Expense Report
- b. ACTION: June Monthly Check Disbursement (15660-15685)

12. New Business (5 min)

- a. ACTION: Adopt FY23-24 Bylaws and Policy Committee Goals

13. Library Correspondence (5 min)

- a. 2023 Audit Letter to Trustees
- b. Message from Wilmette Library Staff
- c. Library Trivia Feedback

14. 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)

15. Any and all other business which may properly come before the Board (5 min)

- a. 2023 Summer Reading Club

16. Adjournment (1 minute)

Attachments

- Informational Brochure for Ancel Glink
- Library Client List for Ancel Glink
- Bio for Julie Tappendorf, Ancel Glink
- Ancel Glink Proposal Letter for Legal Services
- Regular Minutes 2023June20
- Special Meeting Minutes 2023June21
- Director's Report
- June FY Statistics Graphs
- June Statistics 3 Year Graphs
- June Detailed Revenue/Expenditures report
- June Check Disbursement Report
- Lake Bluff Public Library Policy Tracker Tool
- 2023 Audit Letter to Trustees
- Message from Wilmette Library Staff
- Library Trivia Feedback
- 2023 Summer Reading Club

Upcoming Board Meetings:

- August 15, 2023: IN PERSON
- September 19, 2023: IN PERSON
- October 17, 2023: IN PERSON