

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, March 19, 2024 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:

Join Zoom Meeting

<https://us06web.zoom.us/j/2069598344?omn=83591937324>

Meeting ID: 206 959 8344

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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. **ACTION: Approval of March 19, 2024 Board Meeting Minutes (3 min)**
7. **Library Director Updates (10 min)**
 - a. Library Director's Report
 - b. Monthly Statistics Reports
8. **Committee Reports (25 min)**
(Met)
 - a. Building and Grounds Committee (**CHAIR:** Jerch **MEMBERS:** Jardine, Shaul)
 - b. Human Resources Committee (**CHAIR:** Graziano **MEMBERS:** Jerch and Shaul)
(Did Not Meet)
 - c. Bylaws & Policy Committee (**CHAIR:** Friedeman **Members:** Zaute)
 - d. Engagement Committee (**CHAIR:** Jardine **MEMBERS:** Graziano)
 - e. Finance and Technology Committee (**CHAIR:** Hayes **MEMBERS:** Shaul, Zaute)
 - f. Long Range Planning Committee (**CHAIR:** Shaul **MEMBERS:** Friedeman)
 - g. Intergovernmental Committee (**MEMBERS:** Jerch, Grassi)
9. **March 2024 Financial Reports (5 min)**
 - a. ACTION: Approve March 2024 Detailed Revenue & Expense Report
 - b. ACTION: Approve March 2024 Monthly Check Disbursement (15970-15994)
10. **New Business**

- a. ACTIONS: Grant-Funded Security Project with CVI
 - i. Director Presentation of Project Plan, Timeline and Equipment
 - ii. ACTION: Approve CVI Quote: Indoor Security Cameras
 - iii. ACTION: Approve CVI Quote: Outdoor Security Cameras
 - iv. ACTION: Approve CVI Quote: Door Access Control System
- b. Discussion: Vliet Contribution and Village Intergovernmental Agreement
- c. Presentation and Discussion: Johnson Carpet Analysis Report
- d. Presentation: Master Plan Project Plan and Updates
- e. Presentation and Discussion: Hours Pilot Report – Month 3, Mar. 2024

11. Library Correspondence (7 min)

- a. Correspondence 1: Library Board Retreat: An Insider’s Look
- b. Correspondence 2: Village Lake Bluff Proclamation for National Library Week
- c. Correspondence 3: Legislation HB 4567
- d. Correspondence 4: State of American Libraries 2024 Report
- e. Correspondence 5: RAILS MLI Grant Award Letter

12. Any and all other business which may properly come before the Board (10 min)

- a. Statement of Economic Interest Due May 1, 2024

13. 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)

14. Adjournment (1 minute)

Attachments

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| <ul style="list-style-type: none"> • Regular Board Minutes • Directors Report March 2024 • March 2024 FY Statistics • March 2024 3 Year Comparison • March 2024 Revenue and Expenditures Report • March 2024 Check Disbursement Report • CVI Security Systems Project Plan and Timeline • Camera Management Software Product Overview • CVI Quote: Indoor Security Cameras • CVI Quote: Exterior Security Cameras • Outdoor Security Camera Property Coverage • Outdoor Security Multisensor Camera • Outdoor Security Bullet Camera • CVI Quote: Door Access Control System | <ul style="list-style-type: none"> • Door Access Control Software Product Overview • Engberg Anderson Project Plan • Johnson Carpet Marked Up Drawings • Johnson Carpet Analysis Pricing • March 2024 Hours Pilot Monthly Report • JanFebMarch 2024 Heat Map • Recommended Hours of Service by Population ILA Standards 4.0 • Correspondence 1: Board Retreat: Insider’s Look • Correspondence 2: Village NLW Proclamation • Correspondence 3: Legislation HB 4567 • Correspondence 4: American Libraries 2024 Report • Correspondence 5: RAILS MLI Grant Award Letter |
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Upcoming Board Meetings

- April 16, 2024 at 7 pm: IN PERSON, Lake Bluff Public Library
- May 21, 2024 at 7 pm: IN PERSON, Lake Bluff Public Library
- June 18, 2024 at 7 pm: IN PERSON, Lake Bluff Public Library