

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, May 21, 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	+1 301 715 8592 US (Washington DC)
https://us06web.zoom.us/j/2069598344?omn=86815559806	+1 646 558 8656 US (New York)
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One tap mobile	+1 346 248 7799 US (Houston)
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Agenda

1. **Call to Order**
2. **Roll Call (1 min)**
3. **Pledge of Allegiance (1 min)**
4. **ACTION: Election of Secretary Pro Tempore (2 min)**
5. **Additions & Corrections to the Agenda (2 min)**
6. **Opportunity for Public to Address the Board (5 min)**
7. **Vendor Presentation: Findings from Lead Paint and Asbestos Testing and Proposed Abatement Budget from Robert Mellecker, Midwest Consulting Environmental Services (20 min)**
8. **ACTIONS: Election of Board Officers and Selection of Committee Members (15 min)**
 - a. ACTIONS: Appointment of FY24-25 Lake Bluff Public Library Board of Trustee Officers
 - b. ACTIONS: Appointment of Board of Trustee Committee Members and Chairpersons
 - i. Building and Grounds Committee
 - ii. Bylaws & Policy Committee
 - iii. Engagement Committee
 - iv. Finance and Technology Committee
 - v. Human Resource Committee
 - vi. Intergovernmental Committee
 - vii. Long Range Planning Committee
9. **ACTION: Approval of Library Board Meeting Minutes (3 min)**
 - a. Regular Board Meeting: Tuesday, April 16, 2024
 - b. Special Board Meeting: Thursday, May 9, 2024
10. **Library Director Updates (10 min)**
 - a. Library Director's Monthly Report

- b. Monthly Statistics Reports

11. ACTIONS: April 2024 Financial Reports (5 min)

- a. ACTION: Approve April 2024 Detailed Revenue & Expenditure Report
- b. ACTION: Approve April 2024 Monthly Check Disbursement Report (15995-16030)

12. Committee Reports (25 min)

(Met)

- a. Intergovernmental Committee (**MEMBERS:** Jerch, Grassi)
- b. Finance and Technology Committee (**CHAIR:** Hayes **MEMBERS:** Shaul, Zaute)
- c. Engagement Committee (**CHAIR:** Jardine **MEMBERS:** Graziano)
- d. Long Range Planning Committee (**CHAIR:** Shaul **MEMBERS:** Friedeman)
- e. Building and Grounds Committee (**CHAIR:** Jerch **MEMBERS:** Jardine, Shaul)

(Did Not Meet)

- f. Human Resources Committee (**CHAIR:** Graziano **MEMBERS:** Jerch and Shaul)
- g. Bylaws & Policy Committee (**CHAIR:** Friedeman **Members:** Zaute)

13. New Business

- a. Discussion: 2024-2025 Board Meeting Schedule and Meeting Efficiency Ideas
- b. ACTION: Vote to make change(s) to Library Board Meeting Schedule for FY24-25
- c. Discussion: Update on draft intergovernmental agreement between Lake Bluff Library and Village of Lake Bluff
- d. Discussion: Vote Lake Bluff Letter to President Bonnie Shaul
- e. Director Presentation: Completion of FY23-24 Annual Work Plan
- f. Presentation and Discussion: Hours Pilot Report – Month 4, April. 2024

14. Library Correspondence (7 min)

- a. Correspondence 1: Village Lake Bluff Letter Outdoor Light Fixtures
- b. Correspondence 2: Summer 2024 Director Letter and Public Events
- c. Correspondence 3: Janie Jerch Letter State of the Library Building

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

16. 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)

17. Adjournment (1 minute)

Attachments

- MCES Report– Lead
- MCES Report– Asbestos
- MCES Abatement Budget
- LBPL Governance Policy
- Regular Board Minutes
- Special Meeting Minutes
- Directors Report April 2024
- April 2024 FY Statistics
- April 2024 3 Year Comparison
- April 2024 Revenue and Expenditures Report
- April 2024 Check Disbursement
- Expired IGA Museum/Village/Library
- Draft Library Village IGA
- Vote Lake Bluff Letter Library Issues
- Completed FY23-24 Plan
- April 2024 Monthly Hours Pilot Report
- Jan Feb March Apr 2024 Heat Map
- Village Letter Outdoor Light Fixtures Letter
- Summer 2024 Director Letter and Public Events
- Trustee Janie Jerch Letter State of Library Building

Upcoming Board Meetings

- June 18, 2024 at 7 pm: IN PERSON, Lake Bluff Public Library
- July 16, 2024 at 7 pm: IN PERSON, Lake Bluff Public Library
- Pending Board Vote during 5/21/2024 meeting: August, 2024 Board Meeting Cancelled