

**Lake Bluff Public Library
Engagement Committee Meeting
Thursday, January 11, 2024 at 7pm
123 E. Scranton Ave, Lake Bluff, IL, 60044**

Notice: This meeting of the Lake Bluff Library Board of Trustees was held with a quorum of Trustees physically present. The meeting was conducted with two attending Trustees physically present. As required by law, at least one representative from the Library was present at the Library while participating in the meeting.

1. Trustee Graziano called the meeting to Order at 6:57 pm

2. Roll Call: Trustees Graziano and Jardine were present. Director Grassi, a library staff member, was present.

3. Nomination of Chair: Trustee Graziano nominated Trustee Jardine to be chair

4. Review and Discuss Committee Charge, Audience and Roles: Graziano provided an overview of the history of the committee. Jardine and Grassi discussed narrowing the purpose of the committee and establishing three goals. Creating a list of local organizations that we can inform them about the needs of the library including but not limited to the Alliance Club, Rotary and offering these organizations tangible ways they can participate and support the library. Jardine planned to Join Director Grassi at the January 25 breakfast for library stakeholders. Jardine also offered to help with trustee training and onboarding. Discussion about possible goals. Trustee Jardine was going to connect with the Lake Forest Library and Highwood Library to learn more about their programs and Trustee Graziano was going to share what she had learned from the Glencoe Public Library.

3 goals established by the committee include: Develop a community stakeholder map, create a plan for ongoing board development as well as establishing a mentoring program, drafting a board packet. Director Grassi asked Trustee Jardine to share what she has learned and committee work at the Board member retreat. New name agreed upon by committee - the engagement committee.

Library Updates: Director Grassi shared that the library was looking to hire a consultant to help with the strategic planning. The process will begin with creating an RFP. The RFP will be ready to go in March and the engagement committee will begin work in the fall. Other ideas discussed are helping with the hours pilot- getting the word out about the change in hours.

5. Any and all other business which may properly come before the Board. None

6. Adjournment. Jardine moved to adjourn and Graziano seconded. Meeting was adjourned at 8:27 pm.

Respectfully submitted,

Jenny Graziano