

**Lake Bluff Public Library
Human Resources Committee Meeting
Wednesday, April 24, 2013 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044**

1. **Call to order:** Julie Gottshall (Chairperson) called the meeting to order at 6:10 p.m. Roll was called and a quorum was established. Present: Julie Gottshall, Karen Bush, Kathy Meierhoff. Library staff: Eric Bailey, Director.

3. **Opportunity for Public to Address the Committee** – no one addressed the Committee

4. **Discussion of Personnel Manual** – revisions to the Personnel Manual were reviewed and discussed. Further revision will be presented to the Director for future review by the Committee. A final, Committee approved, draft will be presented to the Board at a future meeting.

5. **Executive Session** – at 7:15 a motion was made by Gottshall and seconded by Meierhoff to go into Executive Committee. Ayes: Gottshall, Bush, Meierhoff. At 7:45 a motion was made by Gottshall and seconded by Bush to end Executive Session. Ayes: Gottshall, Meierhoff, Bush.

6. **Any and all other business** – none

7. **Adjournment** – Bush moved and Meierhoff seconded to adjourn at 7:50 p.m.

Respectfully Submitted,
Kathy Meierhoff, Committee Member