

Lake Bluff Public Library Board of Trustees
Human Resources Committee Meeting Minutes
Friday, October 27, 2017 at 1:00 pm
123 E. Scranton Ave, Lake Bluff, IL 60044

- I. **Call to Order:** Meeting was called to order at 1:1 pm by Chairman Scot Butler.
- II. **Roll Call:** Scot Butler, Janie Jerch, Eric Bailey and Martha O'Hara were present. Kathy Meierhoff was absent.
- III. **Approval of Minutes:** Butler moved and Jerch seconded a motion to approve the minutes of the June 13, 2017 Human Resources Committee meeting; all voted aye.
- IV. **Discussion of Peer Review:** Butler shared with us the compilation he had painstakingly put together from the raw data provided by the 2017 LACONI (Library Administrators Conference of Northern Illinois), noting that there were no surveys done in 2015 or 2016. This survey is provided to public libraries for purposes of comparison with other nearby communities and other libraries of similar sizes/populations served/operating budgets.

Bailey said that as libraries do more to provide varied services to their communities, there is a need to have a more professional staff with varied areas of expertise in demanding areas such as outreach and technology, to name just two. He concluded from the data that the number of library positions in Northern Illinois has increased in aggregate, and that there seems to be an increase in competitive salaries, especially on the part of smaller libraries, who are in competition with larger libraries for the same talent pool. He also noted that our salary budget, as a percent of the total operating budget, is comparable to others. Butler noted that we have currently closed the gap by which we were lagging for some employees of Lake Bluff Public Library, but we are still on the low side for some positions. Butler also suggested to Bailey that a similar but condensed report be made to the Finance Committee.

- V. **Discussion of Director's Performance Evaluation:** Please note that O'Hara excused herself from the meeting at this time. Butler said that he had received some good input from Kregor about Bailey's evaluation and that he wishes other board members to weigh in as well. He wants to wait until he has gathered more information and digested said information before discussing his findings with Bailey.
- VI. **Any and all other business that may properly come before this committee:** Butler moved and Jerch seconded a motion to go into executive session, which began at 2:10 pm. Butler moved and Jerch seconded a motion to end the executive session, which ended at 2:25 pm.
- VII. **Adjournment:** Butler moved and Jerch seconded a motion to adjourn the meeting; the meeting adjourned at 2:26 pm.

Respectfully submitted,

Janie Jerch