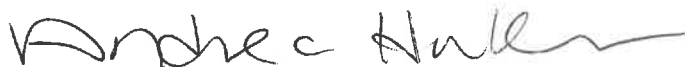


Lake Bluff Public Library
Regular Meeting
June 12, 2001
Meeting Minutes

- I. Call to Order- The meeting was called to order at 7:00 p.m.
Attendees: Mary Fielding, Andrea Haller, Jim Kenney, Betsy Larson, Pete Manning, Doug Nickels, Carlotta Rotman, Sara Lamb
- II. Swearing in of New Trustee- Carlotta Rotman
- III. Approval of Minutes: The May 8 minutes were approved.
- IV. Treasurer's Report: Pete Manning opened discussion concerning the detailed balance sheet dated 6/12/01. Jim Kenney, former treasurer supported the conversation. A motion was made to approve the check register dated June 12, 2001 for the amount of \$72,226.70. The vote is as follows:
Mary Fielding- yes
Andrea Haller- yes
Jim Kenney- yes
Betsy Larson- yes
Pete Manning- yes
Doug Nickels- yes
Carlotta Rotman- yes
- V. Librarian's Report: Trends continue to be lower for circulation when compared to last year. Other Librarians also report similar trends. The library will be closed until 2:00 p.m. Wednesday, June 13 due to a new transformer that will be installed. The children's summer reading club starts Saturday, June 16 and the adult reading club will start June 23. The library received 9 pair of tickets to Ravinia. These will be given to staff. Friends of the library will be in the Lake Bluff Fourth of July parade. They are looking for adult participation in the parade. July 12 is the library birthday party; there will be festivities all day long. The Jr. Shakespeare program has 20 participants.
- VI. Opportunity for the Public to address the Board: No one from the community addressed the Board.
- VII. Committee Reports: Fundraising, Public Relations and Advocacy- Betsy Larson attended a Friends of the Lake Bluff Library meeting. The Friends will meet the third Tuesday of the month at 11:30 a.m. Joan Cordeniz will serve as President, Kathy Sheppard will serve as Vice President. As stated in the Librarian's Report the Friends will participate in the LB Fourth of July Parade.
- VIII. Old Business:
- A. Payment for Work done on the existing building. Discussion occurred as to the method of billing. A motion was made for the contractor to bill the library separately for work done on the existing building (e.g. sprinklers, fire alarms ect.). The motion was seconded and passed unanimously.
- B. Donation of memorial tree: Discussion occurred regarding the acceptance of a \$500 contribution for an ornamental tree for the front of the building with an engraved plaque at the donor's expense. A motion was made to refer the subject of contributions to the building and grounds committee and to graciously accept the \$500 donation and with the stipulation that the the library offer guidance regarding the selection of the tree and the design of the plaque based on the committees recommendations. The motion was seconded and passed unanimously.
- IX. New Business:
- A. The committee assignments for the year are as follows:
Finance: Chair- Pete Manning, Participants- Jim Kenney, Carlotta Rotman



Human Resources: Chair- Andrea Haller, Participants- Carlotta Rotman, Betsy Larson
Building and Grounds: Chair- Doug Nickels, Participants- Mary Fielding, Andrea Haller
Fundraising: PR and Advocacy: Chair- Mary Fielding, Participants- Betsy Larson
Technology: Chair- Betsy Larson, Participants- Pete Manning, Jim Kenney
NSLS: Chair- Carlotta Rotman, Participants- Betsy Larson
Five Year Planning Review (ad hoc committee): Chairs: Doug Nickels, Mary Fielding,
Participants- Sara Lamb, one staff member, one Friend

- B. Non-resident fee for renters. There was discussion that the fee as set based on EAV are very low for some renters and owners. The question asked was "Is this still an equitable way to calculate the fee?" A motion was made to maintain the same rate cost calculation for renters and homeowners as originally established. The rate will be subject to review in June 2002. The motion was seconded and passed unanimously.
 - C. Review of Annual Report: The report was reviewed. A motion was made to approve the Annual Report. The motion was seconded and passed unanimously.
 - D. Review of the Goals: An action item was made to review the goals at the next meeting.
 - E. Time Efficiency: In an effort to be more efficient, a motion was made to set timelines for the agenda. The motion was seconded and passed unanimously.
- X. A motion was made to adjourn at 9:00 p.m. The motion was seconded and passed unanimously.