

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
Tuesday June 14, 2011

1. **Call to Order:** The meeting was called to order at 7:04 p.m. by Board President John Marozsan. Roll was called and a quorum was established.

Present: Julie Gottshall, Karen Bush, Judy Nickels, John Marozsan, Kathy Meierhoff,
Cal Stroh, Linda Verbeke

Absent: none

Library Staff Present: Director Matthew Womack, Eric Bailey, Martha Cordeniz

Members of the Public: none

2. **Additions and Corrections to the Agenda:** none

3. **Approval of checks:** Meierhoff moved and Bush seconded the motion to approve manual checks numbered 9960 through 9981 (missing 9971) totaling \$7,479.00 and monthly checks numbered 9982 through 10022 (9985, 9986 voided) totaling \$83,057.05.

AYES: All

NAYES: none

ABSENT: none

4. **Consent Agenda:**

Stroh moved and Meierhoff seconded a motion to approve the consent agenda and release the stated minutes which include:

a. Approval of minutes from the May 3, 2011 regular meeting.

b. Treasurer's Report (Stroh): no report.

AYES: all

NAYES: none

ABSENT: none

5. **Approval of Notice of Prevailing Wage Rates:** Approved and signed by President and Secretary.

6. **April and May 2011 Financial Report:** Due to early May meeting, both April and May financial reports were presented (April provided fiscal year-end numbers).

a. Detailed Balance Sheet

b. Detailed Revenue & Expense Report

c. Detailed Revenue & Expense Report with percentages

Bush moved and Verbeke seconded a motion to approve the April and May Financial Reports:

AYES: all

NAYES: none

ABSENT: none

7. Director's Report:

- a. Director's Report was presented.
- b. The Board discussed outdoor lighting for the new entrance; use of improperly issued North Chicago library cards; viability of accepting credit cards and investment in necessary transaction tools.

8. Opportunity for the Public to address the Board: None.

- 9. Old Business:** See Director's Report. Board continued discussion on use of improperly issued North Chicago library cards; informal approval of letters to be sent to non-residents improperly using such cards. Board continued discussion on purchasing software and hardware to enable Library to process and integrate credit card transactions; Director to make proposal to move forward with implementation.

10. Executive Session:

- a. Discussion of the minutes of meetings lawfully closed under 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 (c) (1)

The Board did not go into executive session.

11. Committee Reports:

- a. Finance Committee (Carole Stroh, John Marozsan, Julie Gottshall) - no report
- b. Human Resource Committee (Julie Gottshall, Karen Bush) - no report
- c. Building and Grounds Committee (Carole Stroh, Kathy Meierhoff) – no report.
- d. Technology Committee (John Marozsan, Kathy Meierhoff) – no report.
- e. Public Relations/Advocacy/Fundraising (Judy Nickels) – no report.
- f. Friends Liaison (Karen Bush, Judy Nickels, Linda Verbeke): - no report. The next Friends meeting is June 18, 2011. Linda Verbeke will attend.
- g. Vliet Liaison (Judy Nickels, Karen Bush) – no report.
- h. Long Range Planning Committee (Board as whole when needed) – no report.

12. New Business:

- a. See Director's Report. Discussion of outdoor lighting by entrance; informal decision to look into making existing light functional and add sign lighting.

13. Announcements and Correspondence –

- a. Next board meeting will be July 12, 2011.
- b. Open House/Grand Opening Party for renovation – July 30, 2011.

14. Programs of interest to Library Trustees – none

15. Any and all other business which may properly come before the Board - none

16. Adjournment: Gottshall moved and Bush seconded a motion to adjourn the meeting at 9:00 p.m.

AYES: all
NAYES: none
ABSENT: none

Respectfully submitted,

Julie L. Gottshall
Board Secretary