

**Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, December 11, 2012 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044**

1. **Call to Order** - the meeting was called to order by President Marozsan at 7:00 p.m. Roll call was called and a quorum was established. Present: Karen Bush, Julie Gottshall, Tim Kregor, John Marozsan, Kathy Meierhoff, Cal Stroh, Romain Wojda
Library Staff: Director Eric Bailey
Members of the Public: None
2. **Additions & Corrections to the Agenda** - none
3. **Approval of Minutes**
 - a. Approval of Minutes of 11/13/2012 Regular Meeting of the Board - **moved to approve: Stroh, second: Bush, ayes: Bush, Gottshall, Kregor, Meierhoff, Marozsan, Stroh, Wojda.**
 - b. **Correction of 10/16/2012 Long Range Plan Committee Meeting: Martha Cordinez is a member of the Library Staff, not public.**
4. **November 2012 Financial Reports** – Detailed Balance and Revenue/Expense (Yellow Pages)
 - a. November Detailed Balance Sheet
 - b. November Detailed Revenue & Expense Report
 - c. November Detailed Revenue & Expense Report
Motion to approve all November financial reports made by Bush, second by Wojda, ayes: Bush, Gottshall, Kregor, Meierhoff, Marozsan, Stroh, Wojda.
5. **Approval of checks** (Green Pages)
 - a. November Manual Checks (10873-10883)
 - b. November Monthly Checks (10884-10916)
moved to approve all November manual and monthly checks: Gottshall, second: Wojda, ayes: Bush, Gottshall, Kregor, Meierhoff, Marozsan, Stroh, Wojda.
6. **Opportunity for Public to Address the Board** : none
7. **Old Business**
 - a. Landscape Update – **all work complete and paid for except memorial bench. Director Bailey will look into additional vendors.**
 - b. Discussion of Potential Projects Using the Library Special Reserve Fund in the Next Fiscal Year – **project discussion was deferred until a later date.**

- c. Update on Heat Exchanger for Wood Building – **waiting for final materials and work completion.**

8. Director's Report

- a. Director's Narrative Report
- b. Statistical Report
- c. Announcements and Correspondence
- d. Friends Meeting Attendee for January 12, 2013: **Wojda**
- e. Programs of Interest to Library Trustees – **Lake Bluff Middle School Encore Chorus performed 12/11/12 - outstanding performance and well attended.**

9. New Business

- a. Discussion of December 18 Holiday Party
- b. Discussion and Approval of Auditors Report for 2011-2012 Fiscal Year - **moved to approve the audit report: Bush, second: Stroh, ayes Bush, Gottshall, Kregor, Meierhoff, Marozsan, Stroh, Wojda.**
- c. Discussion of Rough Draft of Technology Section of the Long Range Plan

10. Executive Session

- a. 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 120/2 (c) (1)
The Board did not go into Executive Session.

11. Committee Reports

- a. Finance Committee (Stroh, Kregor, Bush)
- b. Human Resources Committee (Gottshall, Bush, Meierhoff)
- c. Building and Grounds Committee (Stroh, Meierhoff)
- d. Technology Committee (Kregor, Wojda)
- e. Public Relations/Advocacy/Fundraising (Gottshall, Wojda)
- f. Friends Liason (rotates among trustees)
- g. Intergovernmental Committee (Stroh, Bush)
- h. Long Range Planning Committee (Kregor, Wojda)

12. Any and all other business which may properly come before the Board

Adjournment - moved to adjourn at 8:02 p.m.: Gottshall , second Meierhoff, ayes: Bush, Gottshall, Kregor, Meierhoff, Marozsan, Stroh, Wojda.

Attachments:

Landscape Budget Numbers

**Potential Uses for Reserve Funds, and Original Sketch for 'Phase 2' of the Renovation
Rough Draft of Technology Portion of the Long Range Plan
Summary of Responsibilities, TLC vs. CVI
Lake Forester Article about Library
PC Reservation Brochure**

Upcoming Board Meetings: January 8, 2013, February 12, 2013, and March 12, 2013