

Lake Bluff Public Library  
Board of Library Trustees Meeting  
Tuesday, October 16, 2012 at 7:00 PM  
123 E. Scranton Ave, Lake Bluff, IL 60044

Trustees attending: John Marozsan, Julie Gottshall, Tim Kregor, Kathy Meierhoff, Cal Stroh, Romain Wojda Absent: Karen Bush  
Additional attendees; Eric Bailey, Director, Martha Cordinez, Carlen de Thorne, Lindy Jensen, Carol Carter

1. Call to Order: President Marozsan called the meeting to order at 7:02 p.m.
2. Additions & Corrections to the Agenda: none
3. Discussion of Financial Reports with Susan Griffin and Marlene Scheibl from the Village of Lake Bluff
4. Approval of Minutes
  - a. Approval of Minutes of 9/11/2012 Regular Board Meeting. Resolved. Motion to approve, Gottshall, second: Marozsan, ayes: Marozsan, Gottshall, Kregor, Meierhoff, Stroh, Wojda. Absent: Bush
5. July and August 2012 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages)
  - a. September Detailed Balance Sheet
  - b. September Detailed Revenue & Expense Report
  - c. September Detailed Revenue & Expense ReportResolved. Motion to approve Stroh, second: Marozson: Ayes: Marozsan, Gottshall, Kregor, Meierhoff, Stroh, Wojda . Absent: Bush
6. Approval of checks (Green Pages)
  - a. September Manual Checks (10785-10797)
  - b. September Monthly Checks (10798-10830)Resolved. Motion to approve: Stroh, second by Wodja, Ayes: Marozsan, Gottshall, Kregor, Meierhoff, Stroh, Wojda . Absent: Bush

7. Opportunity for Public to Address the Board (limit 5 minutes per person per meeting) None.
8. Old Business
  - a. Discussion of landscape contracts (available at meeting)
  - b. Committee Appointments: Resolved. Motion to amend the bylaws for committees to consist of two trustees and the Library Director, and to approve the proposed revisions dated October 16, 2012 made by Marozsan, second by Gottshall. Ayes: Marozsan, Gottshall, Kregor, Meierhoff, Stroh, Wojda. Absent: Bush
  - c. GASB 54 Assignment: discussion postponed to future meeting
9. Director's Report
  - a. Director's Narrative Report
  - b. Statistical Report
  - c. Announcements and Correspondence
  - d. Friends Meeting Attendee for November: November meeting postponed
  - e. Programs of Interest to Library Trustees : none discussed
10. New Business
  - a. Special Reserve Fund: Resolved. Policy Motion to adopt an ordinance amending the reserve fund policy of MNG 4.1 by Marozsan, second by Stroh. Ayes: Marozsan, Gottshall, Kregor, Meierhoff, Stroh, Wojda. Absent: Bush
  - b. Human Resource Needs: Resolved. Human Resource Committee will meet to discuss and make recommendations to the Long Term Planning Committee
  - c. Staff Contributions Towards Health Care Premiums: Resolved. Human Resource Committee will meet to discuss and make recommendations to the Long Term Planning Committee
  - d. Library User Behavior Policy: revisions to policy will be discussed at a future meeting
11. 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)

Trustees went to Executive Session at 8:20 P.M. Motion by Marozsan, Second by Stroh, Ayes: Marozsan, Gottshall, Kregor, Meierhoff, Stroh, Wojda . Absent: Bush

Trustees ended Executive Session at 8:35 by motion of Gottshall, second by Marzsan, Ayes: Marozsan, Gottshall, Kregor, Meierhoff, Stroh, Wojda. Absent: Bush

## **12. Committee Reports**

- a. Finance Committee (Bush, Stroh, Kregor)
- 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 Liaison (rotates among trustees)
- g. Intergovernmental Committee: (Bush, Stroh)
- h Long Range Planning Committee: (Kregor, Wojda)

There were no committee reports.

## **13. Any and all other business which may properly come before the Board**

- 14. Adjournment:** Motion to adjourn at 8:20 by Marozsan, second by Stroh. Ayes: Marozsan, Gottshall, Kregor, Meierhoff, Stroh, Wojda . Absent: Bush

## **Attachments:**

Levy and Budget Information from Susan Griffin  
 Board By-Laws Regarding Committees  
 Current and Proposed Policies Regarding Special Reserve Funds  
 Comparison of Library Activity Versus Staff Hours, 2007-2012  
 Current and Possible Levels of Contribution Toward Health Care Premiums  
 Current Staff Salary Range and Comparison of Pay for Library Director's at Area and Similar Library's

Upcoming Board Meetings: November 13, December 11, 2012, and January 8, 2013