

For Packet

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, June 18, 2013

1. **Call to order**—The meeting was called to order at 7:03 by President Kathy Meierhoff. Also present: Scot Butler, Tim Kregor, Ruth Schnell, Carl Schons, Cal Stroh, Romain Wojda, Library Director Eric Bailey, staff members Lyndy Jensen and Carlen De Thorne. No members of the public were present. Newly-appointed member Carl Schons was welcomed. Director Bailey added these items to the agenda: Director Absence Request and Communication from Catherine McKechny and the Lake Bluff History Museum.
2. **Approval of Minutes**
 - a. Kregor moved, Schnell seconded the motion to approve the minutes of the 5/14/2013 Building and Grounds Committee meeting. Voting Aye: All
 - b. Kregor moved, Wojda seconded the motion to approve the minutes of the 5/14/2013 regular Board of Trustees meeting. Voting Aye: All
 - c. Stroh moved, Butler seconded the motion to approve the minutes of the 5/24/2013 Technology Committee meeting. Voting Aye: All
 - d. Stroh moved, Butler seconded the motion to approve the minutes of the 5/29/2013 Human Resources Committee meeting. Voting Aye: All
 - e. Kregor moved, Stroh seconded the motion to approve the minutes of the 6/10/13 Building and Grounds Committee meeting. Voting Aye: All
3. **May 2013 Financial Reports**—Detailed Balance and Revenue/Expense
Butler moved, Wojda seconded the motion to approve the May 2013 Financial Reports with the understanding that the Board needs clarification from the Village of some of the numbers. Voting Aye: Butler, Kregor, Meierhoff, Schnell, Schons, Stroh, Wojda. Nay: none.
4. **Approval of checks**
Stroh moved, Kregor seconded the motion to approve the May manual and monthly checks. Voting Aye: Butler, Kregor, Meierhoff, Schnell, Schons, Stroh, Wojda. Nay: none.
5. **Opportunity for Public to Address the Board**
Cal Stroh reported positive comments that patrons shared with her: congenial staff, generous 7-day DVD rentals. Ruth Schnell added comments from patrons who appreciated the quality of adult programs.
6. **Old Business**
 - a. Wojda moved, Stroh seconded the motion to approve the Long Range Plan.
Voting Aye: Butler, Kregor, Meierhoff, Schnell, Schons, Stroh, Wojda. Nay: none.
 - b. **Integrated Library System Proposal**
Butler moved, Kregor seconded the motion to give the Director and Staff approval to begin to negotiate a contract with Sierra ILS software from Innovative Interfaces. Voting Aye: Butler, Kregor, Meierhoff, Schnell, Schons, Stroh, Wojda.
Nay: none.
 - c. **Discussion of Library Shelving**
Director Bailey and Staff Member Jensen reported on their research into shelving options. The consensus is to ensure the safety of the existing shelves immediately and to plan now to implement further improvements in the spring.

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7. Director's Report

- a. Director's Narrative Report
- b. Statistical Report
- c. Announcements and Correspondence
- d. Programs of interest to Library Trustees
- e. The necessity of taking written notes for closed sessions was reinforced.
- f. Director Bailey commented that he would find short resumes of Board members' experience and talents useful.

8. New Business

- a. Stroh moved, Wojda seconded the motion to dissolve the Prevailing Wage Ordinance. Voting Aye: Butler, Kregor, Meierhoff, Schnell, Schons, Stroh, Wojda. Nay: none.
 - b. Carl Schons volunteered to be on the Building and Grounds and Public Relations committees.
 - c. Discussion on Cathy McKechney's email request on behalf of the Lake Bluff History Museum. Director Bailey will obtain a detailed request in writing and present it to the Building and Grounds committee.
 - d. Stroh moved, Schnell seconded the motion to approve a 1-2 week leave in September for Director Bailey. Voting Aye: Butler, Kregor, Meierhoff, Schnell, Schons, Stroh, Wojda. Nay: none.
- 9. The Board went into Executive Session at 9:15 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).**
- 10. The Board reconvened its regular meeting at 9:45 with Committee Reports. Ruth Schnell described some of the fund raising ideas the Friends of the Library discussed at their May 11th meeting.**
- Butler moved to adjourn the Board meeting. Stroh seconded the motion. All voted Aye. The meeting was adjourned at 10 p.m.

Respectfully submitted,

Ruth Schnell,
Library Board Secretary