

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
August 19, 2014

The meeting was called to order at 7:05 p.m. by President Kathy Meierhoff. Also present: Tim Kregor, Ruth Schnell, Carl Schons, Romain Wojda and Library Director Eric Bailey.

Absent: Scot Butler, Cal Stroh

No members of the public were present.

Schons moved, Kregor seconded the motion to approve the minutes of the July 8, 2014 Board of Trustees regular meeting.

Voting Aye: All

Voting No: None

Absent: Butler, Stroh

Schons moved, Kregor seconded the motion to approve the minutes of the July 8, 2014 Building and Grounds Committee meeting.

Voting Aye: All

Voting No: None

Absent: Butler, Stroh

Schons moved, Kregor seconded the motion to approve the minutes of the July 16, 2014 Human Resources Committee meeting.

Voting Aye: All

Voting No: None

Absent: Butler, Stroh

Schons moved, Kregor seconded the motion to approve the minutes of the July 16, 2014 Outreach Committee meeting.

Voting Aye: All

Voting No: None

Absent: Butler, Stroh

Schons moved, Kregor seconded the motion to approve the July Detailed Balance and Revenue/Expense reports.

Voting Aye: Kregor, Meierhoff, Schnell, Schons, Wojda

Voting No: None

Absent: Butler, Stroh

Schons moved, Kregor seconded the motion to approve the July manual checks (11732-11747) and the July monthly checks (11748-11783).

Voting Aye: Kregor, Meierhoff, Schnell, Schons, Wojda

Voting No: None

Absent: Butler, Stroh

Director Bailey reported on behalf of the Building and Grounds committee that the contract with Engberg Anderson for the Space Usage and Facilities Modernization Plan has been signed. The Building and Grounds committee will hold a preliminary meeting with Engberg Anderson on Sept. 9.

Other Building and Grounds improvements include improved leaf mulch, installation of a new bench, repairing of masonry and work on the back door.

Kregor reported that improvements on website features continue to be made.

In Ruth Schnell's absence, the secretary at the September 16, 2014 Board meeting will be Scot Butler.

Per Capita Grant Requirements for FY 2015-2016 were discussed.

Director Bailey presented his narrative report.

The HR committee will meet and discuss staff turnover and retention.

It was suggested that the monthly statistics summary be accompanied by comments from the staff member who compiles them, to get a broader picture of the trends.

Kregor attended the Friends meeting on Aug. 16. He suggests the Board representatives who attend future Friends meetings should report on the Space Utilization consultants' progress. Wojda will represent the Board at the Friends' September meeting.

At 7:55 p.m., Schnell moved, Schons seconded the motion to go into executive session to discuss the minutes of meetings lawfully closed as mandated by Section 2.06 and in compliance with the Open Meetings Act 5 ILCS 120/2 (c)(21) for the purpose of semi-annual review.

Schons moved, Wojda seconded the motion to leave executive session at 8:50 p.m.

The Board re-opened its regular meeting at 8:51 p.m. President Meierhoff announced that all executive session minutes reviewed tonight will remain closed. She asked Director Bailey to have the staff search for a simple, inexpensive computer to be dedicated to Board use and to provide a lockable cabinet for storage of the written and audio versions of all executive sessions. Since Meierhoff is an ex officio member of each of the Board's committees, she will keep minutes at each committee's executive

meetings and store them in the cabinet. At its next meeting the HR committee will discuss the availability to all Board members of information from its meetings.

Wojda moved, Schons seconded the motion to adjourn at 9:02.

Voting Aye: All

Voting No: None

Absent: Butler, Stroh

Respectfully submitted,

A handwritten signature in cursive script that reads "Ruth Schnell".

Ruth Schnell

Board Secretary