

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, September 16, 2014

Call to Order; Roll Call

The meeting was called to order at 7:01PM by Vice President Cal Stroh
Present: Scot Butler, Tim Kregor, Carl Schons
Absent: Kathy Meierhoff, Ruth Schnell, Romain Wojda
Library Staff Present: Eric Bailey and Martha O'Hara
Members of the Public: None

Kregor moved and Schons seconded a motion to approve the revised minutes of the August 19, 2014 Board of Trustees regular meeting

Voting Aye: All
Voting No: None
Absent: Meierhoff, Schnell, Wojda

Butler moved and Schons seconded a motion to approve the minutes of the September 4, 2014 HR Committee meeting

Voting Aye: All
Voting No: None
Absent: Meierhoff, Schnell, Wojda

Schons moved and Kregor seconded a motion to approve the revised minutes of the September 11, 2014 Finance Committee meeting

Voting Aye: All
Voting No: None
Absent: Meierhoff, Schnell, Wojda

Kregor moved and Schons seconded a motion to approve the August Detailed Balance and Revenue/Expense reports

Voting Aye: All
Voting No: None
Absent: Meierhoff, Schnell, Wojda

Butler moved and Schons seconded a motion to approve the August manual checks

Voting Aye: All
Voting No: None
Absent: Meierhoff, Schnell, Wojda

Kregor moved and Butler seconded a motion to approve Library closure dates for 2015

Voting Aye: All
Voting No: None
Absent: Meierhoff, Schnell, Wojda

Building & Grounds Committee report – Carl Schons

- Committee Director reported on the meeting with Joe Huberty & Anders Dahlgren of Enberg/Anderson on September 9, 2014 and their physical inspection of the Library complex.
- Committee Director also reported on several recent physical issues on the Library property including the concrete planter now being in place, the need to replace two dead trees (Dale Wendt stated he can handle the job) and the fact that the four mums have been damaged by foot and bicycle traffic.
- Adjustments are being made to the Back Door entrance as well as the railing in the front of the building.

Outreach Committee report – Carl Schons

- No new meetings have been held since the August Board meeting
- Library Director Bailey appointed Amy VanGoerhen to guide future marketing efforts.

HR and Finance Committee reports – Scot Butler

- Committee(s) Director reported on staffing analysis completed since the August Board meeting and the resulting recommendation to increase the Staffing budget for next year by \$69,000.
- Discussion of Director's latitude to hire staff and give increases to compensation within budget without Board approval but to present compensation or staff increases to the HR and Finance committees if the Library budget would need to increase.
- Since there was no increase discussed at this time no vote was taken on the issue.

Technology Committee report – Tim Kregor

- Committee(s) Director reported that Sierra progress has been slower than anticipated.
- Library Director is planning to contact Sierra to discuss the need to get back on schedule.

New Business – Eric Bailey

- Director reported on the status of the potential purchase of a Lap-top for Board use. The subject will be discussed again when the full Board is present.
- Director reported that future Committee minutes will be included in Board packets but will not need to be voted on by the Board.
- Executive Session minutes will only be made available if individual Committees deem it necessary.

Old Business – Eric Bailey

- Director reported his narrative on old business

Adjournment

- Stroh moved and Butler seconded a motion to adjourn the meeting at 9:02
Voting Aye: All, Voting No: None, Absent: Meierhoff, Schnell, Wojda

Respectfully submitted

Scot Butler

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Adjournment

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Voting Aye: All
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Absent: Meierhoff, Schnell, Wojda

Respectfully submitted

Scot Butler