

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
Tuesday, February 17, 2015

Call to Order; Roll Call

The meeting was called to order at 7:02PM by Board President Kathy Meierhoff.

Also Present: Carl Schons, Cal Stroh, Romain Wojda and Scot Butler.

Absent: Ruth Schnell and Tim Kregor

Library Staff Present: Eric Bailey, Martha O'Hara and Amy vanGoethem.

Members of the Public: None

Wojda moved and Stroh seconded the motion to approve the minutes of the January 20, 2015 Board of Trustees regular meeting.

Voting Aye: All

Voting No: None

Absent: Schnell and Kregor

Schons moved and Wojda seconded to defer approval of the January Detailed Balance Sheet and Detailed Revenue and Expense Report until Library Director Bailey and Finance Committee Head Butler can determine why several discrepancies exist between the two reports.

Voting Aye: Butler, Meierhoff, Schons, Stroh, Wojda

Voting No: None

Absent: Schnell and Kregor

Butler moved and Stroh seconded the motion to approve the January Manual Checks #11992-12003 and the January Monthly Checks #12004-12031.

Voting Aye: Butler, Meierhoff, Schons, Stroh, and Wojda

Voting No: None

Absent: Schnell and Kregor

Stroh reported on the February 4, 2015 By-Laws Committee meeting. The Committee recommended that the by-laws be revised using the Evanston by-laws as a model.

Schons reported on the February 10, 2015 Building and Grounds meeting. The Committee has reviewed several modernization options presented by Engberg Anderson and is pursuing Option 3+. The Committee is deferring any financial decisions until 2016 projections are available.

Schons reported that while the Outreach Committee did not meet they were beginning the process of creating an Awards Program.

Butler reported that the February 17, 2015 Long Range Planning meeting had been cancelled but that the sub-committees were continuing the interviewing process.

Wojda reported on the February 4, 2015 Technology Committee meeting. Wojda moved and Butler seconded a motion to approve a recommendation to install a new Library phone system provided by Access One at a cost of \$16,078.

Voting Aye: Butler, Meierhoff, Schons, Stroh and Wojda.

Voting No: None

Absent: Schnell and Kregor

Butler reported on the February 12, 2015 Finance Committee meeting in which the revised FY2015/2016 recommended budget was reviewed. Butler moved and Stroh seconded that FY2015/2016 budget be approved and submitted by Library Director Bailey.

Voting Aye: Butler, Meierhoff, Schons, Stroh and Wojda.

Voting No: None

Absent: Schnell and Kregor

Library Director Bailey presented a revised Personnel Handbook. Bailey will work with Stroh to make additional revisions.

Library Friends Meetings

- Meierhoff to attend February 21, 2015 meeting. Stroh to attend March 21st meeting.

Library Director Bailey and Martha O'Hara discussed the Library Card Removal System. It was agreed to table the discussion until the March Board of Trustees meeting.

Director Bailey reported his Old Business narrative.

Executive Session

- Butler moved and Stroh seconded that the Committee enter Executive Session with the Library Director present at 8:35PM in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (1).
- Butler moved and Stroh seconded that the Committee leave Executive Session at 8:44PM.

Any Other Business

- No other business was brought before the Board.

Adjournment

- Stroh moved and Butler seconded a motion to adjourn the meeting at 8:44PM
Voting Aye: All
Voting No: None
Absent: Schnell and Kregor

Respectfully submitted

Scot Butler