

**Lake Bluff Public Library
Board of Trustees Meeting
Minutes
Tuesday, July 21, 2015**

1. Call to Order

Board President Kathy Meierhoff called the meeting to order at 7 pm. All trustees (Scott Butler, Tim Kregor, Janie Jerch, Carl Schons, Cal Stroh, Romain Wojda) were present. Also attending were Director Eric Bailey, Library Staff Members Martha O'Hara and Amy vanGoethem, and Friends of the Library representative Margaret Abel.

2. Additions & Corrections to the Agenda

There were no corrections to the Agenda, but Director Bailey suggested adding the semi-annual review of the closed meeting minutes and an update on the proposed property tax freeze to New Business.

3. Opportunity for the Public to Address the Board

Mrs. Abel reported that although the Library does a good job of snow removal, a railing around the circular walk should be considered for those who would like a bit more security when walking on a potentially slippery slope. Meierhoff said Building and Grounds would look into it. Mrs. Abel also reported that Potbelly's opening day promotion and fundraiser netted nearly \$4,000.00 for the Library.

4. Approval of Minutes

The minutes of the June 16, 2015 regular meeting were approved with one addition. Stroh moved, Schons seconded the motion to approve; all voted aye.

5. Financial Reports

The June 2015 Financial Reports were briefly discussed and approved. Stroh moved, Schons seconded the motion to approve; all voted aye.

6. Approval of Checks

The June Manual Checks (12208-12215) and Monthly Checks (12216-12252) were approved. Stroh moved, Schons seconded the motion to approve; all voted aye.

7. Committee Reports

a. Long Range Planning Committee Chairman Kregor reported work on a document provided as part of the Report that made connections between the Long Range Plan's goals and the goals of the rest of the committees, which was helpful in seeing the "Big Picture" and how every committee is busy working toward those goals. The only change made to the report was to strike a statement concerning raising money from alternative sources by Jan 1, 2017, as this particular goal no longer seems realistic at this time.

b. Building and Grounds Committee Chairman Schons reported work on a document provided as part of the Report that outlined its goals, objectives, action steps, responsible parties, and timelines.

c. Human Resources Committee Chairman Butler stated that we will go to Executive Session to discuss that particular committee's work for the past month.

The Finance, Intergovernmental, Outreach, and Technology Committees did not meet this month.

8. New Business

a. Director Bailey explained the charts he provided detailing meeting room usage so far and that the study is ongoing.

b. The Long Range Plan Open House was discussed; planning is underway and invitations have gone out, with reminders to be sent out shortly before the Sept. 21 Open House. There will also be signs out and about encouraging townspeople to attend.

c. Director Bailey explained about the convenience fee that legally must accompany any payment of fees to the Library, and why it would be a burden to Library patrons. A motion to accept the proposed revision to the credit card policy, which was to waive convenience fees, was made by Stroh, seconded by Schons. All voted aye.

d. Closed meeting minutes were postponed until later in the meeting for Executive Session.

e. Director Bailey reported that the proposed property tax freeze is still under discussion by the State Legislature, and that he had been contacted for information concerning our Library by our State Representative.

9. Old Business

a. Long Range Planning was discussed under New Business and no further discussion was necessary.

10. Director's Report

a. Medical insurance costs for Staff are expected to increase by 3.6% for the coming year, less than what was earlier anticipated. Director Bailey explained that the Library Staff, Village, and Park District employees all participate in the same insurance program.

b. Library cards for District 65 students who are not residents of the Village are still being explored, with the possibility of having a "virtual" library card that can be used only for school-related library activities. Director Bailey and Dr. Sophie of District 65 are working on the issue. Drew Irvin of the Village of Lake Bluff requested that the Library keep the Village apprised of any decisions and/or agreements with District 65.

11. Executive Sessions were in session from 8:36-8:50 and from 8:54-9:20.

a. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 and in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (1)

b. 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)

12. Any and all other business:

There was a brief discussion of how we might wish to do the budget going forward; full discussion postponed until a future meeting.

13. Adjournment

Stroh moved and Schons seconded a motion to adjourn the meeting. All voted aye. Meeting adjourned at 9:25 pm.

Respectfully submitted,

Janie Jerch