

Lake Bluff Public Library
Board of Library Trustees Meeting Minutes
Tuesday, November 17, 2015 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044

1. Call to Order

Board President Kathy Meierhoff called the meeting to order at 7:08 pm. Present were trustees Scott Butler, Tim Kregor, Janie Jerch, Carl Schons, Cal Stroh, and Romain Wojda. Also present was Library Director Eric Bailey.

2. Additions & Corrections to the Agenda: There were none.

3. Opportunity for Public to Address the Board: None present.

4. Approval of Minutes

Butler moved to accept the minutes as submitted by Jerch and amended by the Board; Schons seconded; all voted aye.

5. October 2015 Financial Reports

Butler moved to accept the Summary Report and Stroh seconded; all voted aye.

6. Approval of checks

Butler moved to accept the October Manual Checks (12366-12370) and the October Monthly Checks (12371-12409); Stroh seconded; all voted aye.

7. Committee Reports

a. Building and Grounds Committee (Chair Schons, members Jerch, Meierhoff, and Stroh; Director Butler) Meeting was held just prior to the regular Board meeting to discuss HVAC issues; the committee voted to make a recommendation to the Board to accept option #3 from Ireland Heating & Air Conditioning to make necessary repairs to the heating system up to the sum of \$15,000.

The Board heard and discussed Director Bailey's synopsis of the committee's recommendation at this time. Butler moved to accept the recommendation, Stroh seconded; all voted aye.

b. Finance Committee (Chair Butler, member Kregor) The committee agreed to recommend that the Board accept the 1.388% increase in the tax levy for the coming fiscal year (FY2016/2017).

The Board heard and discussed the committee's synopsis of their recommendation at this time. Butler moved to accept the recommendation, Schons seconded; all voted aye.

c. The remaining committees did not meet this month, but Chair Kregor of the Technology Committee noted that the Library is currently in the process of upgrading its Wi-Fi system, thanks to the Friends of the Library. It will be operational soon.

8. New Business

a. The audit for FY2014/2015, which was discussed at length at the October meeting, was found to be acceptable. Butler moved to accept the audit, Stroh seconded; all voted aye.

b. The Friends of the Library schedule of meetings for 2016 was divided up amongst the Library Board trustees; each trustee agreed to attend at least one meeting.

c. Exploring fundraising opportunities: Meierhoff and Butler met with Mr. Philip Hood, Vice-President of Community Affairs at Lake Forest College and a source of information about fund-raising campaigns. The Board agreed to meet as a whole with Mr. Hood sometime in January to learn more about fund-raising.

d. Proposed amendment to operating budget: Butler moved to release funds from the reserve fund to the operating budget sufficient to pay for necessary repairs to the HVAC system. Stroh seconded; all voted aye.

9. Old Business: The tax levy issue was decided earlier in the meeting. Meierhoff, Schons, and Butler reported that they met on Nov. 6 to discuss the task force's purpose. Additional members of the task force will be Linda Schwarz, President of Friends of the Library, and Martha O'Hara, Library employee; more people from the community can be appointed as needed.

10. Director's Report: No further discussion needed.

11. Executive Session: There was none.

12. Any and all other business which may properly come before the Board

Schons noted that Stroh was given a service recognition award from the American Legion for her work in providing service dogs for veterans.

He also noted that he attended one of the cooking demonstrations (Holiday Hors d'Oeuvres) and found it very enjoyable.

13. Adjournment Butler moved, Meierhoff seconded a motion to adjourn the meeting; all voted aye. Meeting adjourned at 8:45 pm.

Respectfully submitted,

Janie Jerch