

Lake Bluff Public Library
Board of Library Trustees Meeting Minutes
Tuesday, August 16, 2016, at 7:00 PM
 123 E. Scranton Ave, Lake Bluff, IL 60044

1. **Call to Order:** President Kathy Meierhoff called the meeting to order at 7:05 pm. Present were Trustees Scott Butler, Tim Kregor, Janie Jerch, Carl Schons, Cal Stroh, Romain Wojda, Library Director Eric Bailey, and Library Employees Martha O'Hara and Skylar Reinhard.
2. **Additions & Corrections to the Agenda:** There were none.
3. **Introduction of Skylar Reinhard:** The Library's newest employee, Skylar Reinhard, is a graduate of Carthage College, and has worked in children's theatre. She enjoys working in non-profit or government organizations and will be doing outreach for the Library.
4. **Opportunity for Public to Address the Board:** No one appeared.
5. **Approval of Minutes**
 - a. Butler moved and Stroh seconded a motion to accept the minutes of the July 19, 2016 regular board meeting; all voted aye.
 - b. Wojda moved and Schons seconded a motion to accept the minutes of the August 2, 2016 special board meeting; all voted aye.
6. **July 2016 Financial Reports**
 - a. Bailey reported from the July Financial Summary Report that the finances are on course for this fiscal year.
 - b-c. Butler moved and Stroh seconded a motion to accept the July Detailed Revenue and Expense Report and the July Detailed Balance Sheet; all voted aye.
7. **Approval of checks**
 - a-b. Wojda moved and Butler seconded a motion to approve the July 2016 Manual Checks (12705-12707) and the July 2016 Monthly Checks (12708-12749); all voted aye.
8. **Committee Reports:** No committees met this month.
(Committees that did not meet.)
 - a. The Building Task Force (**CHAIR:** Meierhoff, **MEMBER:** Schons)
 - b. Building and Grounds (**CHAIR:** Schons, **MEMBERS:** Jerch, Meierhoff, and Stroh)
 - c. Finance (**CHAIR:** Butler, **MEMBER:** Kregor)

Although this committee did not meet, Butler briefly discussed moving funds from somewhere in the budget for book and tape acquisition. Bailey mentioned that there was a per capita grant from the State of Illinois that could be used for this.
 - d. Human Resources (**Chair:** Butler, **Members:** Meierhoff, Stroh, and Wojda)
 - e. Long Range Planning (**CHAIR:** Kregor, **MEMBERS:** Butler, Schons, and Wojda)
 - f. Outreach (**CHAIR:** Schons, **MEMBERS:** Butler.)
 - g. Intergovernmental (**CHAIR:** Bailey, **MEMBERS:** Jerch, Stroh)

8. New Business

a. The renewal of the agreement with District 65 concerning library cards for non-resident students in District 65 schools was discussed. Bailey stated that we need to approve this renewal pending approval by the District 65 Board of Education. Schons moved and Butler seconded the following motion: The renewal document shall be approved by the Library Board pending approval by the District 65 Board of Education at their August 26, 2016 regular meeting. All voted aye.

9. Old Business: The hiring of TerMolen, Watkins, and Brandt, LLC, as our fundraising consultants, was briefly discussed. Jerch moved and Schons seconded a motion to engage TWB; all voted aye. Bailey will contact TWB; Meierhoff will contact Ms. O'Hara from the Village Board and outline our plans. Bailey also noted that he had been talking with our Village Administrator, Drew Irvin, who seems to be "cautiously optimistic" about our project. Jerch will inform the History Museum of our plans as well.

10. Director's Report: There was a brief discussion of the format of the monthly usage chart. Some felt that it could still be tweaked to make it more understandable. A big question is, who is the intended/actual audience for this document?

11. Executive Session: There was none.

- 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) (21)
- b. To discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meeting Act 5 ILCS 120/2 (c) (21)

12. Any and all other business which may properly come before the Board: Mrs. Abel's earlier suggestion regarding flying an American flag prompted a lively discussion. The Village is only willing to install a pipe for a flagpole somewhere in the grass in front of the Library, but we would need to buy our own flag and pole. We discussed when we should display a flag and where to put the flag. More fact-finding needs to be done. Also, O'Hara noted that the strategic planning process is beginning for the Village of Lake Bluff and that the Library should have a hand in the process.

15. Adjournment

Wojda moved and Butler seconded a motion to adjourn the meeting; all voted aye. Meeting adjourned at 8:17 pm.

Respectfully submitted,

Janie Jerch