

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

**1. Call to Order**

Cal Stroh, standing in for President Kathy Meierhoff, called the meeting to order at 7:02 pm. Present were trustees Scott Butler, Tim Kregor, Janie Jerch, Carl Schons, Romain Wojda. Also present were Library Director Eric Bailey, Amy van Goethem and Martha O'Hara. Kathy Meierhoff was absent.

**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 of the January 19, 2016 Regular Board Meeting, Schons seconded; all voted aye.

**5. January 2016 Financial Reports**

Butler moved to accept the Financial Reports and Schons seconded; all voted aye.

**6. Approval of checks**

Butler moved to accept the December Manual Checks (12479-12481), and the December Monthly Checks (12482-12508), Schons seconded; all voted aye.

**7. Committee Reports**

**(Committees that met.)**

a. Building & Grounds (**CHAIR:** Schons, **MEMBERS:** Jerch, Meierhoff, and Stroh) Schons gave a report on the discussion of Library branding and logo design from the Feb. 16 meeting. Schons also discussed the possibility of opening the Library for extended hours, beginning in May of this year, a topic from the Jan. 29 meeting. Bailey explained how it is decided whether or not to close the Library for certain holidays.

b. Building Task Force (**CHAIR:** Meierhoff. **MEMBERS:** Schons.) Kregor attended the recent Friends of the Library meeting; he and Schons gave a brief report on the Friends' discussion of their participation in the expansion project.

c. Finance (**CHAIR:** Butler, **MEMBERS:** Kregor.) Butler reported that the committee discussed the implications of the expanded Library hours, approx. 3% increase in staffing costs. This increase could possibly be absorbed into the existing budget. Kregor also mentioned that the computer security firewall needs to be replaced. Bailey thought that this expense could be absorbed by keeping any functioning computers scheduled for replacement a bit longer.

**(Committees that did not meet.)**

- d. Human Resources (**CHAIR:** Butler, **MEMBERS:** Meierhoff, Stroh, Wojda.)
- e. Intergovernmental (**CHAIR:** Bailey, **MEMBERS:** Jerch, Stroh.)
- f. Long Range Planning (**CHAIR:** Kregor, **MEMBERS:** Butler, Schons, and Wojda.)
- g. Outreach (**CHAIR:** Schons, **MEMBERS:** Butler.)
- h. Technology (**CHAIR:** Kregor, **MEMBERS:** Wojda.)

**8. New Business**

- a. Logo Design was covered in the Building & Grounds report.

**9. Old Business**

- a. Budget for FY2016-2017 was briefly discussed for the second time. Butler moved to approve the budget, Schons seconded; all voted aye.

**10. Director's Report**

- a. Director's Narrative Report was given by Bailey. The heating units have been replaced and are functioning well. The Library is working with Artists on the Bluff to have a display in the Library celebrating the work of their Artist of the Month. Last month saw high numbers for Adult Programs; Bailey gave kudos to Carol Carter and Liliana LaValle for their new programs which have been a big draw. The presentation by local author Judy Nickels, co-sponsored by the Lake Bluff History Museum, was given a second time to accommodate all those who wished to attend. It was suggested that Carter create a database of the programs she's done for future reference; Bailey said she has already done it.

**11. Executive Session:**

- 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)

Butler moved to go into closed session, Wojda seconded; all aye, at 7:41 pm.

Wojda moved to end the closed session, Kregor seconded; all aye, at 7:46 pm.

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

Bailey returned; we asked him to contact our lawyer to ask if there is any reason *not* to keep any non-HR-related executive session meetings closed, once they have been voted

closed by the Board of Trustees, unless a trustee requests for any reason that a particular set of minutes *not* be closed. Bailey said he would inquire.

**13. Adjournment**

Wojda moved, Butler seconded a motion to adjourn the meeting; all voted aye. Meeting adjourned at 8:02 pm.

**Respectfully submitted,  
Janie Jerch**