

Lake Bluff Public Library
Board of Library Trustees Meeting Minutes
Tuesday, April 18, 2017, 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 7:03 pm. Present were Trustees Scot Butler, Janie Jerch, Tim Kregor, Carl Schons, Romain Wojda, Cal Stroh, also Library Employees Martha O'Hara, Eliza Jarvi, and Library Director Eric Bailey, board member elect Kate Jackson, and Margaret Abel from Friends of the Library.
2. **Additions & Corrections to the Agenda:** There were none.
3. **Opportunity for Public to Address the Board:** Mrs. Abel reported that the Friends spent \$910.85 on shelving accessories for the new shelves in the Children's Library. There was also discussion about replacement of the couch. Jarvi is looking into it.
4. **Approval of Minutes:** Schons moved and Stroh seconded a motion to accept the March 21, 2017 minutes with an amendment to item 11; all voted aye.
5. **March 2017 Financial Reports:** Bailey noted that this is the 2nd month of using the new format for these reports. We were at 101% on budgeted revenue but expenses were higher this month due to expenditures for the Children's Library work and furnishings.
6. **Approval of checks:**
 - a. Stroh moved and Schons seconded a motion to approve the March 2017 Checks (13000-13030). All voted aye.
7. **Committee Reports:**
(Committees that met)
 - a. Building and Grounds Committee (**CHAIR:** Schons. **MEMBERS:** Jerch, Meierhoff, and Stroh.) Schons reported that the purchase of a generator, purchasing vs. leasing of a new copier, and roofing companies to repair some leaks and take care of moss growth are all being researched.
 - b. Finance Committee (**CHAIR:** Butler. **MEMBERS:** Kregor.)
 - c. Human Resources (**CHAIR:** Kregor, **MEMBERS:** Meierhoff and Butler.) The two committees met together to approve Bailey's annual review and discuss how structural changes to the staff will impact salaries. The part-time outreach position has changed 3 times in 2.5 years and needs to be re-evaluated.
 - d. Special Meeting of Library Board (no quorum present, discussion but no action taken)
 The Feasibility Planning Committee met with Souhrada and Heintzelman presenting. The feedback was positive and constructive. The group will meet once more in June.**(Committees that did not meet.)**
 - e. Building Project Task Force (**CHAIR:** Meierhoff, **MEMBER:** Schons.)
 - f. Intergovernmental (**CHAIR:** Bailey, **MEMBERS:** Jerch and Stroh.)
 - g. Long Range Planning (**CHAIR:** Wojda, **MEMBER:** Schons.)
 - h. Outreach (**CHAIR:** Schons, **MEMBERS:** Butler and Kregor.)
 - i. Policy and Bylaw Committee (**CHAIR:** Stroh, **MEMBERS:** Meierhoff and Schons.)

8. New Business:

- a. The Library Foundation had formed a 501(c)3 in 2000-2001 to handle funds for building the Museum Annex. We will form a similar fund for the proposed Library expansion project that will similarly create a boundary between the Library's and the Foundation's funds. This will not be managed by either a Library staff member or a Library board member, although both can be members of the Foundation board.
- b. Non-Resident Card Program Participation must be reported yearly to the State of Illinois. Butler moved and Schons seconded a motion to continue to issue cards to non-resident students of District 65 as per the previous year; all voted aye.

9. Old Business: The Fundraising and Building Project was discussed during Committee Reports.

10. Director's Report: IMLS is to be disbanded due to changes to the Federal budget, which may impact ILL delivery as funds from that agency had been used to support the delivery system during the present financial crisis.

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: On May 10 at 7 pm, the Phyllis Fox Writing Contest winners will get their awards at the Park District. Board members are encouraged to attend. On May 19 at 6 pm there will be a retirement reception for Donna Williams from the Children's Library. Meierhoff thanked Romain Wojda for his 6 years on the Library Board; Wojda said that he is very satisfied at the work the board has done during his time as a member.

13. Adjournment: Butler moved and Wojda seconded a motion to adjourn the meeting; all voted aye. Meeting adjourned at 8:50 pm.

Respectfully submitted,

Janie Jerch