

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting Minutes**  
**Tuesday, February 21, 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 7:05 pm. Present were Trustees Scot Butler, Janie Jerch, Tim Kregor, Carl Schons, Cal Stroh, Romain Wojda, and Library Director Eric Bailey. Library Board nominee Kate Jackson and Friends of the Library representative Margaret Abel were also present.

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

**3. Opportunity for Public to Address the Board:** Mrs. Abel reported that the Friends bought books, CD's, and construction materials for a total of \$3030.00. She also asked whether the residents of the new senior housing on Waukegan Road will be able to get Library cards. Finally, now that the weather is moderating, she asked that a railing be installed along the path to the front entrance.

**4. Approval of Minutes:** Stroh moved and Butler seconded a motion to accept the January 17, 2017 minutes; all voted aye.

**5. January 2017 Financial Reports:** Butler moved and Stroh seconded a motion to approve the January Financial Summary and Report, the Detailed Revenue & Expense Report, and the Detailed Balance Sheet; all voted aye. Butler noted that we are on track for the budget and the calendar.

**6. Approval of checks**

a. and b. Butler moved and Stroh seconded a motion to approve the January 2017 Manual Checks (12935-12936, and 12938-12940) and the January 2017 Monthly Checks (12941-12974); all voted aye. Please note that check 12937 was voided.

**7. Committee Reports:**

**(Committees that met)**

a. Building and Grounds (**CHAIR:** Schons, **MEMBERS:** Jerch, Meierhoff, and Stroh.) Chair Schons reported that the committee met twice, January 23 and February 2. At the January meeting, we discussed what to do about the parking lot south of the building, as well as several other small building-related issues. The February meeting was a discussion of the *ad hoc* fundraising committee. Bailey noted that we were awarded state funds in the form of the IL Energy Now Incentive for having the energy assessment done.

b. Finance (**Chair:** Butler. **MEMBERS:** Kregor.) Kregor said that at their Feb. 6 meeting they discussed creating a "contingency" reserve budget from funds saved when a higher-paid employee retires. Butler said that we should vote on the budget tonight.

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

- a. Building Project Task Force (**CHAIR:** Meierhoff, **MEMBER:** Schons.)
- b. Human Resources (**CHAIR:** Kregor, **MEMBERS:** Meierhoff and Butler.)
- c. Long Range Planning (**CHAIR:** Wojda, **MEMBER:** Schons.)
- d. Outreach (**CHAIR:** Schons, **MEMBERS:** Butler and Kregor.)
- e. Intergovernmental (**CHAIR:** Bailey, **MEMBERS:** Jerch and Stroh.)
- f. Policy and Bylaw Committee (**CHAIR:** Stroh, **MEMBERS:** Meierhoff and Schons.)

**8. New Business:** None.

**9. Old Business:**

a. The due date for the FY2017-2018 was moved up to March 6 but we were ready. Stroh moved and Schons seconded a motion to approve the budget for the FY2017-2018; all voted aye.

b. The revised statistics report was favorably reviewed. There were fewer programs offered in the past month but those offered were better attended. We have another "Hamilton" presentation scheduled for June 22.

c. The Fundraising and Building Project has been described fairly thoroughly except for renovations that have been done to the Children's Library area, as well as what is still to be done there. We agreed that a more thorough description for that part of the project is needed. The Feasibility Study is moving forward; Don Souhrada is working on the ad-hoc committee membership and we hope to have that put together soon. Bailey will circulate a list of people to talk with and asked that we respond back to him within a week.

**10. Director's Report:** Bailey met with State Senator Julie Morrison and learned that if a proposed State of Illinois grant compromise gets approved, there may be a "public works capital bill" for which she and Bailey worked up a plan to submit our plans for expansion and improvement. We will ask for \$1 million. Bailey will meet with Congressman Scott Drury next week.

Bailey also attended the Chamber of Commerce annual breakfast where the topic of discussion was how to make our communities more welcoming and inclusive.

Finally, Bailey spoke about the thefts of video games and said that he would report it to our insurance company, and said that the new carpet would be installed on March 12.

**11. Executive Session:**

Butler moved and Stroh seconded a motion to go into executive session; all voted aye. Executive session began at 8:25 and ended at 8:59 after the same moved and seconded to end; all voted aye.

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:** There was none.

**13. Adjournment:** Butler moved and Stroh seconded a motion to adjourn the meeting; all voted aye. Meeting adjourned at 9:00 pm.

**Respectfully submitted,**

**Janie Jerch**