

Lake Bluff Public Library
Board of Library Trustees Meeting Minutes
Tuesday, October 17, 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 7:02 pm. Present were Trustees Scot Butler, Kate Jackson, Janie Jerch, Tim Kregor, Carl Schons, also Library Director Eric Bailey and Library Employee Martha O'Hara. Also present was Neil Dahlman. Trustee Cal Stroh was absent.
2. **Additions & Corrections to the Agenda:** none
3. **Opportunity for Public to Address the Board:** Neil Dahlman, representing the Dahlman Group, submitted two quotes to be approved for inclusion in the Dahlman Memorial Reading Garden. The quotes will be on plaques and attached to each of the two benches. The quotes chosen are "Oh, earth, you're too wonderful for anybody to realize you," Thornton Wilder, Our Town, and "That government of the people, by the people, for the people, shall not perish from the earth," Abraham Lincoln, The Gettysburg Address. By agreement, both the Board and the Dahlman Group must agree on the quotes to be placed in the Garden. Butler moved and Schons seconded a motion that the two quotes as submitted by Mr. Dahlman be approved for inclusion in the Reading Garden; all voted aye. It was also noted that the Friends of the Library has a separate fund for plaques.
4. **Approval of Minutes:** Butler moved and Schons seconded a motion to approve the minutes of Sept. 19 2017; all voted aye.
5. **September 2017 Financial Reports:** Butler moved and Schons seconded a motion to accept the September 2017 Financial Reports; all voted aye.
6. **Approval of Checks:** Butler moved and Jackson seconded a motion to approve the September 2017 Checks (13218-13227 and 1229-13252). All voted aye. Check 13228 was voided.
7. **Committee Reports:**

(Committees that met)

 - a. Building and Grounds Committee (**CHAIR:** Schons. **MEMBERS:** Jerch , Meierhoff, and Stroh.) Schons reported that this committee met on Oct. 11 about the compressor for the air conditioner. As a result of that discussion, Butler moved and Schons seconded a motion to the Board as a whole to approve the bid from Murphy & Miller for \$5,500 to replace the compressor for our outdoor condenser; all voted aye.
 - b. Finance Committee (**CHAIR:** Kregor. **Member:** Butler.) This discussion will take place under New Business.
 - c. Long Range Planning Committee (**CHAIR:** Jackson. **MEMBERS:** Kregor and Schons.) Jackson reported that there had been a good focus group meeting and that more such meetings were being planned, possibly including children and young adults.
 - d. Outreach Committee (**CHAIR:** Kregor. **MEMBER:** Jackson.) Kregor said that a new outreach coordinator has been hired and she is full of great ideas.

(Committees that did not meet.)

 - e. Human Resources Committee (**CHAIR:** Butler. **MEMBERS:** Jerch and Meierhoff.)
 - f. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Jerch and Stroh.)
8. **New Business:**
 - a. Tax levy for FY2018-2019: The Finance Committee met and discussed the tax levy, noting that the Library receives under 3% of the property tax monies collected. Butler moved and Jackson seconded a motion that \$921,475 be levied for the FY2018-2019 for the Library; all voted aye.

- b. Library Foundation: The forming of a Library Foundation to handle monies for our proposed expansion was briefly discussed.
- c. The Holiday Luncheon was set for Thursday, December 14, 2017, at noon.
- d. The proposed Board Meeting dates were distributed. Butler moved and Schons seconded a motion to approve the proposed Board Meeting dates for the Calendar Year 2018; all voted aye.

9. Old Business:

- a. Replacement compressor for AC: This was acted upon during committee reports.
- b. Fundraising and Building Project: Bailey will set up a conference call with Don Souhrada at TWB and Joe Huberty to discuss needed artwork for the prospectus. Butler moved and Jackson seconded a motion to approve up to \$6,500 expenditure for the necessary artwork; all voted aye.

10. Director's Report:

The new couch for the Children's Library will be delivered soon.

The staff in-service meetings have had mixed results; due to scheduling issues, some staff were regularly missing the meetings. Bailey has proposed that the Library opens late once a month to accommodate staff meetings.

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: There was none.

13. Adjournment: Schons moved and Butler seconded a motion to adjourn the meeting; all voted aye. Meeting adjourned at 8:40 pm.

Respectfully submitted,

Janie Jerch