

Lake Bluff Public Library
Board Library Trustees Meeting Minutes
Tuesday, February 20, 2018 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, Cal Stroh, Director Eric Bailey, Martha O'Hara, and Eliza Jarvi.
2. **Additions & Corrections to the Agenda:** There were none.
3. **Opportunity for Public to Address the Board:** There were none.
4. **Approval of Minutes:** Butler moved and Schons seconded a motion to accept the minutes of the January 16, 2017 Board Meeting with a correction to items 7e&f; all voted aye.
5. **January 2018 Financial Reports**-Detailed Balance and Revenue/Expense (Yellow Pages): Jackson moved and Stroh seconded a motion to accept the January Financial Reports; all voted aye.
6. **Approval of Checks** (Green Pages):
 - a. January Monthly Checks: Butler moved and Stroh seconded a motion to accept the January checks (13375-13420); all voted aye.
7. **Committee Reports:**
 - (Committees that met)
 - a. Finance (**CHAIR:** Kregor, **MEMBER:** Butler) This committee met twice to review the proposed budget and discuss the FY2019-2020 budget, since the Village of Lake Bluff is asking that we maintain a 2-year budget cycle. The committee recommends that we approve the budget. Butler moved and Stroh seconded a motion to approve the FY2018-2019 budget as written; all voted aye.
 - (Committees that did not meet)
 - b. Building and Grounds (**CHAIR:** Schons, **MEMBERS:** Jerch, Meierhoff, and Stroh)
 - c. Bylaw and Policy (**CHAIR:** Stroh, **MEMBER:** Schons)
 - d. Human Resources (**CHAIR:** Butler, **MEMBER:** Jackson)
 - e. Long Range Planning (**CHAIR:** Jackson, **MEMBERS:** Kregor and Schons)
 - f. Outreach (**CHAIR:** Kregor, **MEMBER:** Jackson)
 - g. Intergovernmental (**CHAIR:** Bailey, **MEMBERS:** Jerch and Stroh)
8. **New Business:**
 - a. Jackson will present findings from the focus groups, interviews, and surveys in May.
 - b. The first batch of letters for the Feasibility Study have gone out.
9. **Old Business:**
 - a. Fundraising and Building Project: Discussed during committee reports.
 - b. Budget for FY 2018-2019: Final reading and vote to approve were done during committee reports.
10. **Director's Report:**
 - a. The Library will be shown on "Animal Planet" in a segment titled "Our Cat from Heaven."
 - b. Bailey attended a Library Directors' Breakfast yesterday.
 - c. The annual Phyllis Fox awards ceremony will be on May 9, 2018 at the Lake Bluff Elementary School at 7 pm.
 - d. Bailey is looking into switching out our public desktop computers for laptops and/or tablets, and will visit another area library that is doing so.

e. Weather and flu season factored into lower numbers of visits for last month, but we are still up from last year in total numbers.

11. **Executive Session:** There was none.

12. **Any and all other business which may properly come before the Board:** Meierhoff spoke with Ms. O'Hara who congratulated the Library on our top standing in "esteem" in the Village survey. Other issues facing the Village of Lake Bluff that were mentioned are flooding and pension obligations.

13. **Adjournment:** Stroh moved and Schons seconded a motion to adjourn; all voted aye. Meeting adjourned at 8:20 pm.

Respectfully submitted,

Janie Jerch