

LAKE FOREST LIBRARY BOARD OF TRUSTEES
360 East Deerpath Road, Lake Forest, IL 60045
September 13, 2022
Regular Meeting

CALL TO ORDER

President John Johnson welcomed all and called the meeting to order on Tuesday, September 13, 2022, at 7:32 p.m. in the Kasian Room, Lake Forest Library.

ROLL CALL

Trustees present: Bryan Bertola, Jim Clifton, JoAnn Desmond, Josh Jackson, John F. Johnson, Andrea Lemke, Sue Shattock, Bob Shaw, and Heather Strong. Nine Trustees in attendance; a quorum was present.

Library Staff present: Catherine Lemmer, Executive Director, Ed Finn, Director of Operations, and Sameer Notta, Finance Officer.

PRESIDENT'S REMARKS

President Johnson welcomed two new Trustees to their first meeting. Trustee Jackson has agreed to be the Liaison with the Lake Forest Library Foundation. Trustee Shaw has agreed to lead our Long Range Planning initiative. President Johnson introduced Jan Gibson, Member of the Friends Board and Chair of the Grants Committee. The Friends' Grant of \$5200 will cover the cost of appraising, cataloguing, and valuing the Library's artwork. The Board thanked Jan for the grant, and for her service as a Library Trustee from 2009-15 and Library President. President Johnson also reminded all that the Friends Book Sale returns September 15-18 at the Rec Center.

CALL FOR ADDITIONS TO THE AGENDA

None.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None.

CORRESPONDENCE AND INFORMATION REPORT

No comments.

APPROVAL OF THE CONSENT AGENDA

Trustee Desmond made a motion, seconded by Trustee Strong, to approve the Consent Agenda (omnibus vote on matters 7(a)-7(c):

- a. Approval of the September 13, 2022 Agenda
- b. Approval of the July 12, 2022 Regular Meeting Minutes
- c. Approval of the July 2022 and August 2022 Financial Reports

Motion by Trustee Desmond, seconded by Trustee Lemke to approve the items on the Consent Agenda. The motion passed unanimously on a roll call vote.

COMMITTEE REPORTS

Trustee Bertola, Chair of the Building Committee, presented the following:

- a. Status report on dome replacement project
- b. Approval of Hill Mechanical proposal to replace select HVAC equipment

The dome replacement project has now reached the bidding stage. Bids are due September 30. Several contractors are expected to submit. It should take approximately a month for bids and schedules to come back and then evaluation will begin. While that is occurring, the project is not idle; drawings are in for permit application, to ensure the project continues its momentum.

The Building Committee met with Hill Mechanical to review options to replace the Library's aging chiller unit before the next cooling season. The new unit will be more efficient with new electronic controls that can be incorporated into future HVAC upgrades. Hill's proposal recommends Carrier to supply as their cost was least (\$183,040), and they have the shortest lead time (12 weeks). Trustees agreed an MEP (Mechanical, Electrical, Plumbing) package to provide a holistic look at all systems is the next important step, as the last big HVAC upgrade was in 1978 and improvements have occurred since on a piecemeal basis.

Motion by Trustee Shattock, seconded by Trustee Lemke, to approve the Hill Mechanical Proposal. The motion passed unanimously on a roll call vote.

DISCUSSION ON STRATEGIC PLAN

President Johnson led a discussion on evolving the Strategic Plan, which expires in 2023. Trustees shared initial thinking on priorities and processes in areas such as enhancing the library's user experience in the future, accessibility for all, understanding the community's future needs and the role of the library in meeting them, and learning from library transformations in IL and across the country. This will be an ongoing process.

LIBRARY OPERATIONS REPORT

Director Lemmer updated the Board on several initiatives, including support for the Dementia Community through training, and providing staff at the Senior Center's Memory Café programs. Overall, the activity and atmosphere at the Library has more than returned to its pre-Covid levels, and there is great excitement about the upcoming Lake Forest Reads program. This year, the Library will offer 10 different events on October 13 and 14 around the book *Her Hidden Genius*, by Marie Benedict, who will also appear. The Library has partnered with the Rosalind Franklin Medical Center, and events take place at Dickinson Center, Gorton Center, The History Center, Lake Forest College and of course, the Library.

UNFINISHED BUSINESS

None.

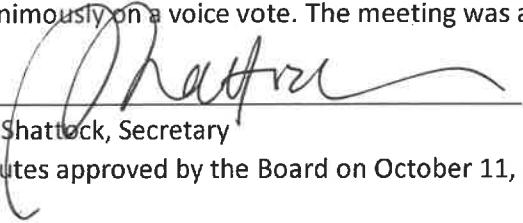
Lake Forest Library Board of Trustees
Regular Meeting Minutes
September 13, 2022

NEW BUSINESS

None.

ADJOURNMENT

Trustee Desmond made a motion, seconded by Trustee Shattock to adjourn. The motion passed unanimously on a voice vote. The meeting was adjourned at 8:56 p.m.



Sue Shattock, Secretary

Minutes approved by the Board on October 11, 2022.