

**LAKE FOREST LIBRARY BOARD OF TRUSTEES**  
360 East Deerpath Road, Lake Forest, IL 60045  
Long Range Plan Committee Meeting Minutes  
6:30 p.m., January 8, 2019

Call Finance Committee Meeting to Order

The meeting was called to order by Chair David Rose at 6:30 p.m.

Appointment of a Secretary Pro Tem

Ms. Lemmer agreed to take the minutes and serve as secretary for the meeting.

Roll Call

Present Board Committee Members: David Rose, Chair; Trustee Arnson, and Trustee Travers. Guests: Trustees Levitsky and Lemke; and Catherine Lemmer, Library Director.

Additions to the Agenda

None.

Approval of the Agenda

Trustee Levitsky made a motion, seconded by Trustee Arnson, to approve the agenda. Motion carried unanimously.

Opportunity for the Public to Address the Board Committee

None.

Discussion of Library Director Review Process

Trustee Rose led a discussion of a proposed review process that would tie into the Library's goals. He outlined the importance of a review process. At the end of the discussion, the Committee proposed the following pillars for the annual review: staff relationships, management and administrative systems; board relationship; library's strategic plan and LT planning; financial responsibility and oversight; library programs, services, and assets; community relations and stakeholder management; and facilities management. After discussion, the Committee decided to meet Tuesday, January 22, 2019, at 6:30 p.m., to discuss library goals for FY2020.

New Business

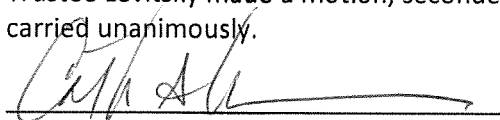
None

Unfinished Business

None

Adjournment

Trustee Levitsky made a motion, seconded by Trustee Travers, to adjourn the meeting at 7:14 p.m. Motion carried unanimously.



Catherine A. Lemmer, Secretary Pro Tem

Minutes approved by the Board on January 28, 2019.