

LAKE FOREST LIBRARY BOARD OF TRUSTEES
360 East Deerpath Road, Lake Forest, IL 60045
September 10, 2019
7:30 pm Reed Room – Main Floor
Regular Meeting Agenda

1. Call Meeting to Order
2. Board of Trustees Roll Call
3. Additions to the Agenda
4. For action: Approval of the Agenda
5. Opportunity for the Public to Address the Board and Correspondence
6. For action: Discuss and approve of the following meeting minutes:
 - a. August 13, 2019 Regular Meeting Minutes
 - b. September 5, 2019 Special Meeting Minutes
7. For action: With respect to the August 13, 2019 Executive Session minutes, pursuant to 5 ILCS 120 approve the minutes; authorize making the minutes open to the public; and authorize the destruction of audio recording
8. For action: Discussion and approval of August 2019 Financial Report
9. Library Director Report
10. For action: Discussion and approval of next steps on Library Project
11. Unfinished Business
12. New Business
13. Adjournment

Upcoming Meetings

Regular Board Meeting: October 8, 2018, 7:30 pm, Reed Room

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meetings or the facilities are requested to contact the Library Director at 847.810.4602 promptly to allow the Library to make reasonable accommodations.

Agenda Item 6

Discussion and approval of the following meeting minutes

August 13, 2019 Regular Meeting Minutes
September 5, 2019 Special Meeting Minutes

Agenda Item 7

With respect to the August 13, 2019 Executive Session minutes, pursuant to 5 ILCS 120 approve the minutes; authorize making the minutes open to the public; and authorize the destruction of audio recording.

There is no need to go into executive session as these minutes should be open to the public.

Illinois Law 5 ILCS 120/2.06(d) requires public bodies to periodically review the minutes of all closed meeting sessions and determine whether the (1) the need for confidentiality still exists as to all or part of those minutes; or (2) that the minutes or portions thereof no long require confidential treatment and are available for public treatment. Under 5 ILCS 120/2.06(c) the audio recordings of closed sessions may be destroyed after 18 months provided there are written minutes under section 5 ILCS 120/2.06(a).

In short, there are three required actions:

- 1. Approval of the August 13, 2019 Executive Session minutes**
- 2. Make a finding after reviewing the minutes whether the (1) the need for confidentiality still exists as to all or part of the minutes; or (2) that the minutes or portions thereof no long require confidential treatment and are available for public treatment.**
- 3. Acknowledge that the minutes are sufficient to permit the destruction of the audio recordings on the first day of the 19th month following the date of the meeting.**

The Board will review and approve the minutes, determine the minutes no longer require confidential treatment and authorize the destruction of the audio recordings on the first day of the 19th month following the meeting.

MOTION:

To approve the minutes of the August 13, 2019 Executive Session;

Open the minutes of the August 13, 2019 Executive Session for public treatment as the Board finds that the need for confidentiality no longer exists as provided under 5 ILCS 120/2(c)1; and

Authorize the destruction of the audio recordings on the first day of the 19th month following the date of the meeting as the minutes of the August 13, 2019 Executive Session accurately and sufficiently represent the actions taken.

Discussion and approval of August 2019 Financial Report

