

Lake Forest Library Board of Trustees
360 E Deerpath Road, Lake Forest, IL 60045
Regular Meeting Minutes
7:30 p.m., August 10, 2021

CALL TO ORDER

President John F. Johnson called the meeting to order at 7:30 p.m.

ROLL CALL

Trustees Present: Germaine Arnson, Bryan Bertola, Jim Clifton, JoAnn Desmond, Elizabeth Grob, John F. Johnson, Andrea Lemke, Sue Shattock, and Heather Strong.

9 trustees in attendance, a quorum is present

Staff Present: Catherine Lemmer, Executive Director; Ed Finn, Director of Operations

PRESIDENT'S REMARKS

President Johnson shared stories of his friends who expressed appreciation for the work of the staff at the Lake Forest Library. He thanked all the Library staff for participating in the Lake Forest Day Parade with energy and enthusiasm.

CALL FOR ADDITIONS TO THE AGENDA

None

APPROVAL OF THE AGENDA

Trustee Arnson made a motion and Trustee Desmond seconded to approve the Agenda. Motion carried by voice vote.

OPPORTUNITIES FOR THE PUBLIC TO ADDRESS THE BOARD

None

CORRESPONDENCE REPORT

President Johnson noted that much of the negative correspondence and comment cards remain anonymous, while positive correspondence is signed. He also noted that there was a lot of misinformation in the community as a whole and he encouraged Trustees and Library staff to address and clarify when they learn of misinformation.

CONSENT AGENDA

A. Approval of the July 13, 2021 Meeting Minutes.

B. Approval of July 2021 Financial Report.

C. Approval of Library Photography and Recording Policy.

Trustee Desmond made a motion, seconded by Trustee Arnson, to approve the Consent Agenda as presented. 9 yeas votes. Motion passed on roll call vote.

COMMITTEES AND LIAISON UPDATES

A. Building Committee

Trustee Bertola read the Building Committee Update dated August 10, 2021, included in the Board packet. Trustee Desmond thanked Trustee Bertola and Trustee Strong for their work on this committee.

Trustee Shattock asked if additional analysis of the dome is needed since the 2018 Dome Study by HGA was comprehensive. Trustee Bertola agreed that the previous analysis is very detailed but replied that the Building Committee will investigate other possibilities. Trustee Strong stated that the Library was in the investigation stage and now the Building Committee is on an Implementation Plan. Trustee Clifton questioned the need for more expertise. Trustee Bertola replied that the Building Committee is moving forward in determining the correct action that should be taken. He views the motion before the Board as a steppingstone to completing the CIP. The prioritizing of the dome and interior rotunda can be done in a timely manner to revitalize and enhance the Library. The Building Committee will solicit a proposal in the disciplines and with the expertise that they think are necessary. Trustee Desmond made a motion, and Trustee Shattock seconded, for the Board to approve the recommendation to prioritize the dome and the interior rotunda as a first step of the CIP. 9 yeas votes, motion passed with a roll call vote.

B. Friends of the Lake Forest Library Report

No report was presented but President Johnson reminded everyone of the Annual Book Sale of the Friends of the Lake Forest Library on September 16-19, 2021.

C. The Lake Forest Library Foundation Report

President Johnson explained that there will be a quarterly update from the Foundation moving forward. Trustee Arnson is the Library Board Liaison to the Foundation Board. The Foundation report is included in the Board packet.

FACILITIES AND TECHNOLOGY UPDATES

A. Discussion of Kasian Room HVAC Replacement

Ed Finn presented updated information on HVAC unit and coil unit. He answered questions pertaining to costs and the vendor's relationship to the Library. Trustee Lemke made the motion, and Trustee Shattock seconded, to replace the HVAC unit with a cost not to exceed \$16,500 with work to be completed by Hill Mechanical, commencing as soon as it can be scheduled. 9 yeas votes, motion passed with a roll call vote.

B. Status of RFID Implementation and Upgrades

Ed Finn updated the Board on the progress of implementation of RFID, Wi-Fi upgrades, and the phone system upgrade.

LIBRARY DIRECTOR REPORT

Director Lemmer discussed some of the highlights in her monthly Director Report which is included in the Board packet. The Library's entry won "Most Creative" in the 2021 Lake Forest Day Parade and the experience in preparing for the event was a positive experience for staff and a good team effort. The Summer Reading Program, "Reading Colors Your World," has been a success and the statistics will be available at the end of the month. The Library is in communication with the groups that use the Library facilities to gauge their interest in coming back into the building versus continuing their programs virtually. She continues to communicate with other North Shore libraries to share ideas and program resources as well as monitor and share organizational responses to the COVID pandemic. She is excited about the Library's new technology possibilities and how they will help the Library better serve the public. Also, Director Lemmer shared examples of "Wonder Books," a well-received new reading and literacy resource.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

No new business.

ADJOURNMENT

Trustee Grob made a motion, seconded by Trustee Bertola, to adjourn the meeting at 8:10 p.m. Motion carried by voice vote.

Upcoming Meeting: Regular Board Meeting, September 14, 2021

/s/ Elizabeth Grob (e-signature due to COVID-19 Pandemic)

Elizabeth Grob, Secretary

Minutes approved by the Board on September 14, 2021.