

**LAKE FOREST LIBRARY BOARD OF TRUSTEES**  
**360 East Deerpath Road, Lake Forest, IL 60045**

**April 14, 2020**

**7:30 pm**

**Regular Meeting by Remote Access**

The Library Trustees will be remotely attending this regularly scheduled Board of Trustees meeting by electronic means, in compliance with Governor's Executive Order 2020-07, issued on March 16, 2020, that suspended certain Open Meetings Act provisions relating to in-person attendance by members of a public body. Specifically, the Governor's Order: (1) suspends the requirement in Section 2.01 that "members of a public body must be physically present:" and (2) suspends the limitations in Section 7 on when remote participation is allowed. This Executive Order is effective the duration of the Gubernatorial Disaster proclamation.

The Library will be providing members of the public with an opportunity to participate in the meeting. Members of the public can participate remotely in the meeting by accessing the following link: [Join Microsoft Teams Meeting](#) or calling +1 872-240-4516 and entering the Conference ID: 476 315 200#. Alternatively, members of the public may email comments to Catherine Lemmer, Library Director, at [clemmer@lakeforestlibrary.org](mailto:clemmer@lakeforestlibrary.org), before 6:30 pm on Tuesday, April 14, and the comments will be read into the meeting minutes. The minutes of the April 14 meeting will be available on the Library's website after they approved at the next meeting of the Library Trustees. All board meeting information is available at: [www.lakeforestlibrary.org/board-meetings](http://www.lakeforestlibrary.org/board-meetings).

**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: Approval of the following minutes:
  - March 10, 2020 Regular Meeting Minutes
  - March 11, 2020 Special Meeting Minutes
7. For action: discussion and approval of March 2020 Financial Report
8. For action: discussion and approval of the FY2021 insurance coverage
9. COVID-19 Response Report (includes Library Director Report)
  - For action: discussion and approval of actions taken to date with respect to payroll; modifications to check approval process; and next steps

10. The Library Building Project Update
11. Technology Update, Ed Finn, Head of Operations
  - a. Update on migration process to date
  - b. For action: discussion and approval of vendor migration proposal
12. Unfinished Business
13. New Business
14. Adjournment

**Upcoming Meetings:**

**Special Board Meeting: April 27, 6:00 pm**

**Regular Board Meeting: May 12, 2020, 7:30 pm**

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.