

**Lake Forest Library Board of Trustees**  
360 E Deerpath Road, Lake Forest, IL 60045  
Special Meeting (Remote Access) Minutes  
7:30 p.m. May 4, 2021

CALL TO ORDER

President Wendy Darling called the meeting to order at 7:42 p.m. with the following statement:

This meeting of the Lake Forest Library Board is being held as a virtual meeting because the Illinois Governor has declared the COVID-19 pandemic a disaster and it is not practical or prudent for in-person meetings. The Library Director is on-site at the Library for this meeting and may be reached by calling 847.810.4602. This meeting is being recorded and the recording will be posted on the Library website.

ROLL CALL/CONFIRMATION OF ABILITY TO HEAR PROCEEDINGS

Trustees Present: Germaine Arnson, Bryan Bertola, Wendy Darling, JoAnn Desmond, Elizabeth Grob, John F. Johnson, David Rose, and Carrie Travers. Absent: Andrea Lemke. 8 yeas. 8 trustees in attendance at roll call, a quorum is present.

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

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD AND CORRESPONDENCE

None

ADDITIONS TO THE AGENDA

None

MOVE TO EXECUTIVE SESSION

Trustee Arnson made a motion, seconded by Trustee Johnson, to move to Executive Session pursuant to 5 ILCS 120/2(c)11 Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent.

8 yeas, Motion carried with a roll call vote at 7:46 p.m.

MOVE TO OPEN SESSION AT 9:17 p.m. - ROLL CALL

Trustees Present: Germaine Arnson, Bryan Bertola, Wendy Darling, JoAnn Desmond, Elizabeth Grob, John F. Johnson, David Rose, and Carrie Travers. Absent: Andrea Lemke. 8 yeas. 8 trustees in attendance at roll call, a quorum is present.

DISCUSSION AND APPROVAL OF BURGES & BURGES CONTRACT FOR SURVEY SERVICES

Mr. Finn explained that the services include both the phone and the online community survey in the contract. Trustee Rose made a motion, seconded by Trustee Darling, to approve a contract for survey services with Burges & Burges not to exceed \$20,000. 8 yeas, Motion passed on a roll call vote.

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DISCUSSION OF SERVICE OPERATIONS

Director Lemmer presented a power point outlining a process and projected timeline for the restoration of library services. Ed Finn then updated the Library Board about the meeting earlier in the day with eight members of the *Friends of the Lake Forest Library* about logistics related to safely resuming their donation collection process in the Library parking lot. He shared it was a collaborative meeting and several safety issues and liability waivers were addressed. The Board will take up the matter at its May 11, 2021 meeting.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

No new business

ADJOURNMENT

Trustee Travers made a motion, seconded by Trustee Darling, to adjourn the meeting at 9:39 p.m. 8 yeas, motion carried.

Upcoming Meetings:

**Regular Board Meeting: May 11, 2021 7:30 p.m., Remote Access**

**/s/ JoAnn Desmond (signed electronically due to COVID-19 pandemic)**

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JoAnn Desmond, Secretary

Minutes approved by the Board on May 11, 2021.