

LAKE FOREST LIBRARY BOARD OF TRUSTEES

360 East Deerpath Road, Lake Forest, IL, 60045

Tuesday, September 17, 2024

Regular Meeting

CALL TO ORDER

President Jim Clifton welcomed all and called the meeting to order on September 17, 6:30 pm in the Kasian Room, Lake Forest Library.

ROLL CALL

Trustees present: Jim Clifton, Josh Jackson, John F. Johnson, Bob Shaw, Garth Pearson, Vince Sparrow, Heather Strong, Emily Van Bel. A quorum was present.

Trustee absent: JoAnn Desmond

Library Staff present: Ishwar Laxminarayan, Executive Director, Assistant Facilities Manager, Bledian Ajroja, Heidi Kruger, Director of Patron Services, Lorie Rohrer, Head of Youth Services, Joy Schmoll, Head of Communications, Leotrim Hamza, Business Manager.

PRESIDENT'S REMARKS

President Clifton congratulated The Friends of Lake Forest Library for a very successful book sale with this year's revenue exceeding that of previous years. He highlighted the numerous collaborations that our Library has forged with several community organizations in Lake Forest and complimented staff for taking the time and effort to reach out to all these community organizations and enrich our community through these exciting partnerships.

CALL FOR ADDITIONS TO THE AGENDA

None.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None.

CORRESPONDENCE REPORT

Director Laxminarayan discussed positive feedback from some of the recent programming. Director Laxminarayan also noted several suggestions for improvements to the library from patrons. Anecdotally, Trustee Shaw offered a suggestion to make the library address more visible from the exterior.

CONSENT AGENDA

Trustee Sparrow made a motion seconded by Trustee Johnson to approve the consent agenda. The vote was approved unanimously by all trustees in attendance.

LONG RANGE PLANNING COMMITTEE

Trustee Shaw emphasized the importance of partnerships with other organizations as part of the library's long-range plan and reiterated that the strategic plan remains flexible. The meeting minutes were approved, with Trustee Shaw highlighting the initiation of quarterly progress reports. Director Laxminarayan noted the collaborative nature of the strategic plan, driven by staff and community input, and the leadership team will review it monthly, with a quarterly board review.

Projects like the vending machine, were cited as examples from the stoplight report, and Ms. Schmoll explained the value of the document in tracking both short-term actions and long-term goals. There was discussion focused on aligning the plan with budget priorities, incorporating community feedback, and ensuring sufficient staff and resources to meet objectives. Director Laxminarayan proposed hosting a community event to gather further input on the plan's progress.

BUILDING COMMITTEE

Trustee Strong provided updates on the HVAC controls noting the project will be complete by November, with the heating system ready by October. No surprises were encountered during the HVAC upgrades, and training for maintenance staff is planned.

WJE Architects is working on recommendations for the courtyards restoration project with no major concerns identified.

American Hoist has started preliminary work onsite for the elevator upgrades.

OPERATIONS REPORT

Ms. Kruger reported on the vending machine delivery to the West side location. Troubleshooting is ongoing and rollout is expected after October 1.

Ms. Kruger provided updates on the changes to the Medical Benefits program for Library Staff. She noted the Library has joined the IPBC, a pool comprising over 160 public entities, to ensure financial stability and predictability in insurance costs. Staff is satisfied with this decision.

Director Laxminarayan highlighted upcoming events and programs and noted that usage and traffic metrics are tracking well.

UNFINISHED BUSINESS

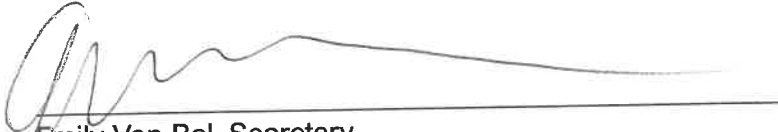
None

Lake Forest Library Board of Trustees
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NEW BUSINESS

None

Trustee Sparrow made a motion, seconded by Trustee Johnson, to adjourn the meeting. The motion passed unanimously by all trustees in attendance. Meeting adjourned at 7:38 pm.



Emily Van Bel, Secretary

Submitted for approval by the Board on October 15, 2024

Next Meeting October 15, 2024