

The regular public meeting of the Board of the Library Trustees of the Lake Villa Public Library District, Lake County, Illinois, was held at 140 N. Munn Rd., Lindenhurst, Illinois, in said Public Library District. The meeting was called to order at 6:30 PM on the 12th day of April 2021, by President Gundrum.

- ROLL CALL: Secretary Rettinger called roll. The following Trustees answered present: Felicia Case Johnson, Pat Gallagher, Tony Gundrum, Terry O’Brien, Kathleen Rettinger and Barbara Venturi. Absent: Doug Nieman. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Realtor Rob Frank.
- APPROVAL OF AGENDA: TRUSTEE GALLAGHER MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE VENTURI SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: NIEMAN.
- PUBLIC COMMENTS: None.
- CONSENT AGENDA ITEMS: PRESIDENT GUNDRUM PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. March 8, 2021 Board Meeting Minutes
 - ii. March 8, 2021 Audit & Finance, Building & Grounds, Executive and President’s Report Meeting Minutes
 - iii. March 8, 2021 Executive Session Meeting Minutes
- PRESENTATION OF BILLS: April disbursements were presented in the amount of \$210,586.60. March payroll was \$108,781.46.
- TREASURER’S REPORT: Account balances as of March 31, 2021 were as follows: First Midwest Bank Account=\$494,825.40; Schwab Investment Account=\$7,828,584.90; Schwab Short Term Account=\$3,664,978.96. Replacement Property Taxes in the amount of \$897.27 and Impact Fees in the amount of \$800 from the Village of Lindenhurst were also received in March.
- TRANSFER: A TRANSFER OF \$310,000 FROM THE SCHWAB ACCOUNT TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR MARCH AND DISBURSEMENTS FOR APRIL.
- APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE GALLAGHER MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE CASE JOHNSON SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, O’BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: NIEMAN.
- COMMITTEE REPORTS: Executive Committee - President’s Report – President Gundrum
Nothing to report.
- Audit & Finance – Trustee Venturi
Reminder - A&F Committee Meeting on April 26, 2021 at 6:30 pm.

Building & Grounds -Trustee Gallagher

Nothing to report.

Friends – Trustee Gundrum

Director Jacobsen reported that the Friends plan to begin meeting again in May.

Director’s Report

Director Jacobsen reported that the new and improved library website will be unveiled next week. He expressed his appreciation to the website redesign committee - Elizabeth Munoz, Glenn Galang, Nina Kenney, Lynn Firman and Elisa Gueffier, for the significant efforts they put forth in the project.

COMMUNICATIONS:

The Communication folder consisted of:

- An article entitled “Nathan Gass: 2021 Candidate for Lake Villa Public Library District Trustee,” published in the *Daily Harold*.
- An article entitled “Paul A. Schreck: 2021 Candidate for Lake Villa Public Library District Trustee,” published in the *Daily Harold*.
- An article entitled “Vanessa Villarreal: 2021 Candidate for Lake Villa Public Library District Trustee,” published in the *Daily Harold*.

UNFINISHED

None.

BUSINESS:

NEW BUSINESS:

Executive Session – Real Estate (Action)

TRUSTEE VENTURI MOVED TO GO INTO EXECUTIVE SESSION AT 6:42 PM TO DISCUSS THE CONSIDERATION OF AN OFFER FOR THE PURCHASE OF THE 1001 E. GRAND AVE, PROPERTY WITH DIRECTOR JACOBSEN, ADMINISTRATIVE SERVICES MANAGER BINKLEY, AND REALTOR ROB FRANK BEING PRESENT. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, O’BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: NIEMAN.

TRUSTEE GALLAGHER MOVED TO COME OUT OF EXECUTIVE SESSION AT 7:42 PM. TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, O’BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: NIEMAN.

Approval to Initiate Public Bid Process – Grand Ave. Property (Action)

TRUSTEE O’BRIEN MOVED TO AUTHORIZE DIRECTOR JACOBSEN TO INITIATE A STATUTORY PUBLIC BID PROCESS FOR THE SALE OF THE OLD LIBRARY BUILDING LOCATED AT 1001 E. GRAND AVE., LAKE VILLA, IL, UPON RECEIVING CLARIFICATION AND GUIDANCE ON THE PROCESS BY THE LIBRARY ATTORNEY. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, O’BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: NIEMAN.

Adopt Video Surveillance Policy (Action)

TRUSTEE CASE JOHNSON MOVED TO ADOPT THE VIDEO SURVEILLANCE POLICY AS PRESENTED AND DISCUSSED AT THE MARCH 8, 2021 EXECUTIVE COMMITTEE MEETING.

TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: NIEMAN.

Approve Revised Displays and Exhibits Policy (Action)

TRUSTEE CASE JOHNSON MOVED TO APPROVE THE REVISED DISPLAYS AND EXHIBITS POLICY AS PRESENTED AND REVIEWED AT THE MARCH 8, 2021 EXECUTIVE COMMITTEE MEETING. TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: NIEMAN.

Approve Revised Freedom of Information Act Policy (Action)

TRUSTEE GALLAGHER MOVED TO APPROVE THE REVISED FREEDOM OF INFORMATION ACT POLICY AS PRESENTED AND REVIEWED AT THE MARCH 8, 2021 EXECUTIVE COMMITTEE MEETING. TRUSTEE CASE JOHNSON SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: NIEMAN.

Approve Ordinance No. 21-101 (Action)

TRUSTEE CASE JOHNSON MOVED TO APPROVE ORDINANCE NO. 21-101, AN ORDINANCE AMENDING THE SPECIAL RESERVE FUND PLAN, AS DISCUSSED AT THE MARCH 8, 2021 AUDIT & FINANCE COMMITTEE MEETING. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: NIEMAN.

Executive Session – Library Director Annual Evaluation (Action)

TRUSTEE CASE JOHNSON MOVED TO GO INTO EXECUTIVE SESSION AT 7:47 PM FOR THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY. TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: NIEMAN.

TRUSTEE GALLAGHER MOVE TO COME OUT OF EXECUTIVE SESSION AT 7:54 PM. TRUSTEE VENTURI SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: NIEMAN.

TRUSTEE O'BRIEN MOVED TO APPROVE A \$2,000 BONUS BE AWARDED TO DIRECTOR JACOBSEN EFFECTIVE IMMEDIATELY. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: NIEMAN.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 8:06 PM, TRUSTEE GALLAGHER MOVED AND TRUSTEE VENTURI SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: NIEMAN.

The next regular Board Meeting is scheduled for 6:30 PM, May 17, 2021.

Secretary