

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, was held virtually via ZOOM due to COVID-19. The meeting was called to order at 6:30 PM on the 13th day of August 2020, by President Gundrum.

Note, due to board participation via virtual format, all votes taken were by a roll call vote.

ROLL CALL: Secretary Rettinger called roll. The following Trustees answered present: Pat Gallagher, Tony Gundrum, Felicia Case Johnson, Terry O'Brien, Doug Nieman, Kathleen Rettinger, and Barb Venturi. Absent: None. Also present: Director Mikael Jacobsen.

APPROVAL OF AGENDA: TRUSTEE VENTURI MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0:

PUBLIC COMMENTS: None.

APPROVAL OF MINUTES: TRUSTEE RETTINGER MOVED TO APPROVE THE BOARD MEETING MINUTES OF JULY 13, 2020. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0; ABSTAIN-1: O'BRIEN.

TRUSTEE GALLAGHER MOVED TO APPROVE THE AUDIT & FINANCE, BUILDING & GROUNDS, AND EXECUTIVE SESSION MEETING MINUTES OF JULY 13, 2020. TRUSTEE VENTURI SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0; ABSTAIN-1; O'BRIEN.

PRESENTATION OF BILLS: August disbursements were presented in the amount of \$398,376.11. July payroll was \$168,760.90.

TREASURER'S REPORT: Account balances as of July 31, 2020 were as follows: First Midwest Bank Account=\$340,659.74; Schwab Investment Account=\$7,890,830.45; Schwab Short Term Account=\$4,500,900.92. Real estate taxes in the amount of \$269,950.92, and Replacement Property Tax in the amount of \$2,153.70 were also received in July.

APPROVAL OF BILLS: TRUSTEE O'BRIEN MOVED TO APPROVE THE BILLS AND TREASURER'S REPORT AS PRESENTED. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0.

TRUSTEE O'BRIEN MOVED TO TRANSFER \$565,000 FROM THE SCHWAB ACCOUNTS TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR JULY AND DISBURSEMENTS FOR AUGUST. TRUSTEE GALLAGHER SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0.

COMMITTEE
REPORTS:

Executive Committee - President's Report – President Gundrum
Nothing to report.

Audit & Finance – Trustee Venturi
Trustee Venturi reminded Board Members of the Budget and Appropriation meeting taking place on the August 24th at 6:30PM.

Building & Grounds -Trustee Gallagher
Nothing to report.

Friends – Trustee Gundrum
Director Jacobsen reported that the Friends were holding off on their election of Board Members until May 2021.

Director's Report
Board members complimented library staff on creating seating opportunities in the mixx area.

COMMUNICATIONS:

The Communication folder consisted of:

- An email from a patron asking the board to remove the face covering requirement imposed by the Library.

UNFINISHED
BUSINESS:

None.

NEW BUSINESS:

Approve Revised Collection Development Policy (Action)
TRUSTEE GALLAGHER MOVED TO APPROVE THE REVISED COLLECTION DEVELOPMENT POLICY AS REVIEWED AT THE JULY 13, 2020 EXECUTIVE COMMITTEE MEETING. TRUSTEE O'BRIEN SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0.

Adopt Remote Work Policy (Action)
TRUSTEE O'BRIEN MOVED TO ADOPT THE REMOTE WORK POLICY AS PRESENTED AT THE JULY 13, 2020 EXECUTIVE COMMITTEE MEETING. TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0.

Approve Temporary Addition to the Patron Behavior Policy (Action)
TRUSTEE GALLAGHER MOVED TO APPROVE THE TEMPORARY ADDITION TO THE PATRON BEHAVIOR POLICY REQUIRING THE USE OF FACE COVERINGS DUE TO COVID-19. TRUSTEE VENTURI SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0.

Approve Temporary Addition to the Unattended Children Policy (Action)

TRUSTEE GALLAGHER MOVED TO APPROVE THE TEMPORARY ADDITION TO THE UNATTENDED CHILDREN POLICY RELATING TO COVID-19. TRUSTEE O'BRIEN SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:58 PM, TRUSTEE GALLAGHER MOVED AND TRUSTEE RETTINGER SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, O'BRIEN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-0.

The next regular Board Meeting is scheduled for 6:30 PM, September 14, 2020.

Secretary