

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 6:00 PM on the 9th day of August 2021, by Vice President Venturi.

- ROLL CALL: Secretary Rettinger called roll. The following Trustees answered present: Pat Gallagher, Kathleen Rettinger, Paul Schreck, Jarrod Smith, Barbara Venturi, and Vanessa Villarreal. Absent: Doug Nieman. Also present: Director Mikael Jacobsen and Administrative Services Manager Binkley. Guests: None.
- APPROVAL OF AGENDA: TRUSTEE SMITH MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE SCHRECK 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: VICE PRESIDENT VENTURI PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. July 12, 2021 Board Meeting Minutes
 - ii. July 12 2021 Audit & Finance, Building & Grounds, and President’s Report Meeting Minutes
- PRESENTATION OF BILLS: August disbursements were presented in the amount of \$254,806.86. July payroll was \$116,256.02.
- TREASURER’S REPORT: Account balances as of July 31, 2021 were as follows: First Midwest Bank Account=\$513,361.45; Schwab Investment Account=\$8,869,060.21; Schwab Short Term Account=\$3,710,160.20. Real estate taxes in the amount of \$141,652.76; replacement property taxes in the amount of \$3,937.15; and impact fees from the Village of Lindenhurst in the amount of \$1,000 were also received in July.
- TRANSFER: A TRANSFER OF \$370,000 FROM THE SCHWAB ACCOUNT TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR JULY AND DISBURSEMENTS FOR AUGUST.
- APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE SMITH MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: GALLAGHER, RETTINGER, SCHRECK, SMITH, VENTURI, AND VILLARREAL; NAYS-0; ABESENT-1: NIEMAN.
- COMMITTEE REPORTS:
- Executive Committee - President’s Report – President Nieman
Nothing to report.
- Audit & Finance – Trustee Smith
Nothing to report.

Building & Grounds -Trustee Gallagher

Nothing to report.

Friends – Trustee Villarreal

Trustee Villarreal reported that the Friends have provided their financial records for review. She also reported that she will be preparing the annual 501(3)c report as required.

Director’s Report

Director Jacobsen highlighted the following items from his report:

- The IPLAR report has been submitted to the state as required.
- Shelving Manager Michelle Koenings has retired after nearly 22 years at LVDL. We wish her all the best in her retirement!
- Measurements are being taken for replacement of sprinkler heads at the Grand Avenue property. The vendor replacing the heads will provide the cost to replace them once the measurements are available to them. Approximately 90 sprinkler heads will need to be replaced.

COMMUNICATIONS:

The Communication folder consisted of:

- An article entitled “Lake Villa Building to Go from Library to Church,” published in *NewsBreak*.
- A thank you note from the Village of Lake Villa for the donation from the library to the 2021 Celebration of summer/fall festival.

UNFINISHED
BUSINESS:

None.

NEW BUSINESS:

Adopt Annual Maintenance Ordinance 21-105 (Action)

TRUSTEE SCHRECK MOVED TO ADOPT ANNUAL MAINTENANCE ORDINANCE 21-105 – AN ORDINANCE AUTHORIZING THE LEVY OF AN ADDITIONAL TAX FOR THE MAINTENANCE, REPAIRS AND ALTERATIONS OF THE LIBRARY BUILDING AND EQUIPMENT AS PRESENTED AND DISCUSSED AT THE JULY 12, 2021 AUDIT & FINANCE COMMITTEE MEETING. TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: GALLAGHER, RETTINGER, SCHRECK, SMITH, VENTURI, AND VILLARREAL; NAYS-0; ABESENT-1: NIEMAN.

Adopt Ordinance 21-106 (Action)

TRUSTEE SCHRECK MOVED TO ADOPT ORDINANCE 21-106 – AN ORDINANCE APPROVING THE TRANSFER OF THE UNEXPENDED FUND BALANCE OF \$751,611 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND EFFECTIVE JUNE 30, 2021 AS PRESENTED AND DISCUSSED AT THE JULY 12, 2021 AUDIT & FINANCE COMMITTEE MEETING. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: GALLAGHER, RETTINGER, SCHRECK, SMITH, VENTURI, AND VILLARREAL; NAYS-0; ABESENT-1: NIEMAN.

Adopt Resolution 21-102 (Action)

TRUSTEE GALLAGHER MOVED TO ADOPT RESOLUTION 21-102 – A RESOLUTION APPOINTING THE LIBRARY DIRECTOR AS THE AUDITING OFFICIAL OF LAKE VILLA PUBLIC LIBRARY DISTRICT AS DIRECTED BY THE SAFETY, ACCOUNTABILITY, FAIRNESS AND

EQUITY – TODAY ACT (SAFE-T ACT). TRUSTEE SCHRECK SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: NIEMAN.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:27 PM, TRUSTEE RETTINGER MOVED AND TRUSTEE SCHRECK 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 6:00 PM, September 13, 2021.

Secretary