

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 14th day of December 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, Doug Nieman, Felicia Case Johnson, Barbara Venturi, and Kathleen Rettinger. Absent: Terry O’Brien. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Head of Technical Services Anita Santoro and a visitor.

APPROVAL OF AGENDA: TRUSTEE NIEMAN MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE GALLAGHER 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-1: O’BRIEN.

OPENGOV PRESENTATION: Head of Technical Services Anita Santoro, provided the Board with an overview of the new OpenGov platform. She explained that OpenGov is a software used to centralize data reporting. It provides the ability to share pertinent data with our community in a transparent format. She presented “The Year of the Challenge” story, which was developed by the LVDL OpenGov team, and explained how to navigate thru the information contained in the story. The new data portal will be available for public access in early 2021 via the LVDL website.

Trustee O’Brien arrived at 6:50 p.m.

PUBLIC COMMENTS: None.

CONSENT AGENDA ITEMS: PRESIDENT GUNDRUM PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.

APPROVAL OF MINUTES

- i. November 9, 2020 Board Meeting Minutes
- ii. November 9, 2020 Building & Grounds, Executive and President’s Report Meeting Minutes

PRESENTATION OF BILLS: December disbursements were presented in the amount of \$536,916.51. November payroll was \$109,512.57.

TREASURER’S REPORT: Account balances as of November 30, 2020 were as follows: First Midwest Bank Account=\$432,951.25; Schwab Investment Account=\$8,375,980.10; Schwab Short Term Account=\$4,755,336.03. Real estate taxes in the amount of \$122,395.83 were also received in November.

TRANSFER: A TRANSFER OF \$645,000 FROM THE SCHWAB ACCOUNTS TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR NOVEMBER AND DISBURSEMENTS FOR DECEMBER.

APPROVAL OF
CONSENT AGENDA
ITEMS:

TRUSTEE NIEMAN MOVED TO APPROVE THE CONSENT AGENDA ITEMS. 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
Nothing to report.

Building & Grounds -Trustee Gallagher
Nothing to report.

Friends – Trustee Gundrum
Nothing to report.

Director's Report

Director Jacobsen reported on the following:

- The return to curbside pick-up service is going very well.
- Staff are currently in the process of researching the possibility of offering delivery services in the near future.
- Kanopy has been added as a new streaming resource.

COMMUNICATIONS:

The Communication folder consisted of:
Nothing to report.

UNFINISHED
BUSINESS:

None.

NEW BUSINESS:

Approve Revised Personnel Policy Manual (Action)

TRUSTEE RETTINGER MOVED TO APPROVE THE REVISED PERSONNEL POLICY MANUAL AS REVIEWED AND DISCUSSED AT THE NOVEMBER 9, 2020 EXECUTIVE COMMITTEE MEETING. TRUSTEE CASE JOHNSON SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, RETTINGER, AND VENTURI; NAYS-1: NIEMAN; ABSENT-0.

Semi-Annual Review of Executive Session Minutes (Action)

TRUSTEE NIEMAN MOVED TO RELEASE EXECUTIVE SESSION MEETING MINUTES DATED MARCH 16, 2020 AND MARCH 17, 2020 AND TO DESTROY RELEASED CLOSED SESSION AUDIO RECORDINGS PRIOR TO JULY 2019. 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.

Approve Increased Subsidized Portion of Employee Dependent Health Insurance Coverage (Action)

TRUSTEE GALLAGHER MOVED TO APPROVE INCREASING THE SUBSIDIZED PORTION OF EMPLOYEE DEPENDENT HEALTH INSURANCE COVERAGE TO 56% AS PRESENTED AND

DISCUSSED AT THE NOVEMBER 9, 2020 COMMITTEE MEETING. TRUSTEE RETTINGER 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; ABSTAIN: 1-O'BRIEN; ABSENT-0.

Approve Temporary Short-Term Emergency Closing Policy Edits (Action)

TRUSTEE GALLAGHER MOVED TO APPROVE THE TEMPORARY SHORT-TERM EMERGENCY CLOSING POLICY EDITS. 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.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 7:09 PM, TRUSTEE VENTURI MOVED AND TRUSTEE O'BRIEN 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, January 11, 2021.

Secretary