

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 12th day of July 2021, by President Nieman.

- ROLL CALL: Secretary Pro Tem Venturi called roll. The following Trustees answered present: Pat Gallagher, Doug Nieman, Paul Schreck, Jarrod Smith, and Barbara Venturi. Also present: Director Mikael Jacobsen and Head of Communications Nina Kenney. Guests: Seacrest Wealth Management financial advisor Lee Nysted (remotely).
- 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-5; NAYS-0; ABSENT-2: RETTINGER AND VILLARREAL.
- PUBLIC COMMENTS: None.
- PRESENTATION: Seacrest Wealth Management financial advisor Lee Nysted provided the board with an overview on the performance of the library's investment portfolio.
- CONSENT AGENDA ITEMS: PRESIDENT NIEMAN PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. June 14, 2021 Board Meeting Minutes
 - ii. June 14, 2021 Executive Session Meeting Minutes
 - iii. June 14 2021 Audit & Finance, Building & Grounds, and Executive Report Meeting Minutes
 - iv. June 28, 2021 Special Board Meeting Minutes
- PRESENTATION OF BILLS: July disbursements were presented in the amount of \$430,844.76. June payroll was \$169,194.97.
- TREASURER'S REPORT: Account balances as of June 30, 2021 were as follows: First Midwest Bank Account=\$251,851.26; Schwab Investment Account=\$7,804,572.63; Schwab Short Term Account=\$5,208,510.89. Real estate taxes in the amount of \$2,262,551.00 were also received in June.
- TRANSFER: A TRANSFER OF \$600,000 FROM THE SCHWAB ACCOUNTS TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR JUNE AND DISBURSEMENTS FOR JULY.
- APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE VENTURI MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE SCHRECK SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: GALLAGHER, NIEMAN, SCHRECK, SMITH, AND VENTURI; NAYS-0; ABESENT-2: RETTINGER AND VILLARREAL.
- COMMITTEE REPORTS: Executive Committee - President's Report – President Nieman
Public Comments Policy – President Nieman reiterated the guidelines of the policy. According to the policy, each person is allowed up to three minutes to speak. Board

members will not respond to public comments. No final action may be taken on any public comment. The board may direct that any matter raised be set for a future agenda.

President Nieman also reported on the status of the discussion held during the June Executive Committee Meeting regarding the current election of officers voting process. Director Jacobsen recently discussed the consideration to change to a sealed (secret) ballot type voting process from a roll call type voting process with the library attorney. The attorney confirmed that the election process must remain as a roll call type vote as stated within the Bylaws Policy. The attorney also confirmed that in accordance with the Illinois Statute, there is no form of impeachment available for board members.

Audit & Finance – Trustee Smith

Director Jacobsen reported on the year end budget review for fiscal year 2021. Overall, approximately 94% of the operating budget was spent.

Building & Grounds -Trustee Gallagher

Director Jacobsen reporting on the following:

- Arborvitaes have been planted around the dumpster area.
- Mulch has been laid in the planting beds throughout the property.
- Planters to enhance the main entrance area have been ordered and should be installed soon.
- Midwest Landscaping intends to replace some of the trees that are under warranty that did not survive.

Friends – Trustee Villarreal

Director Jacobsen reported that the Friends group met with a few staff members recently to discuss processes. The Friends have been invited back to the library to begin volunteering again.

Director's Report

Director Jacobsen highlighted the following items from his report:

- A review of the activity report of the strategic activities that were accomplished during fiscal year 2021.
- Summer reading is going very well with many participants signed up this year.
- Usage of the library building has increased significantly during June.
- Representatives from Grace Community Bible Church are conducting some visioning exercises at the Grand Avenue building. They are very excited about taking possession of the property.

COMMUNICATIONS: The Communication folder consisted of:

- An article entitled "Growing Grayslake Church Plans to Call Longtime Lake Villa Library Building Home," published in the *Daily Herald*.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Adopt Tentative Budget and Appropriation Ordinance 21-107 (Action)
TRUSTEE VENTURI MOVED TO ADOPT THE TENTATIVE BUDGET & APPROPRIATION

ORDINANCE 21-107 – AN ORDINANCE TO SET FORTH THE AMOUNT OF FUNDS TO BE BUDGETED AND APPROPRIATED TO DEFRAY THE EXPENSES AND LIABILITIES OF THE LIBRARY DISTRICT. TRUSTEE SMITH SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: GALLAGHER, NIEMAN, SCHRECK, SMITH, AND VENTURI; NAYS-0; ABESENT-2: RETTINGER AND VILLARREAL.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:39 PM, TRUSTEE VENTURI MOVED AND TRUSTEE GALLAGHER SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: RETTINGER AND VILLARREAL.

The next regular Board Meeting is scheduled for 6:00 PM, August 9, 2021.

Secretary