

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 June 2021, by President Nieman.

- ROLL CALL: Secretary Rettinger called roll. The following Trustees answered present: Pat Gallagher, Doug Nieman, Kathleen Rettinger, Paul Schreck, Vanessa Villarreal and Barbara Venturi. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Library attorney Jim Ferolo, Realtor Rob Frank and two visitors.
- APPROVAL OF AGENDA: TRUSTEE VENTURI MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.
- PUBLIC COMMENTS: Visitor Pastor Mike Bryant of Grace Community Church introduced himself and thanked the board for their consideration of the offer made by the church to purchase the Grand Ave. property. They are hoping to become part of the community.
- EXECUTIVE SESSION: Executive Session – Real Estate  
TRUSTEE VENTURI MOVED TO GO INTO EXECUTIVE SESSION AT 6:33 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, LIBRARY ATTORNEY JIM FEROLO AND REALTOR ROB FRANK BEING PRESENT. TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-0.
- TRUSTEE SMITH MOVED TO COME OUT OF EXECUTIVE SESSION AT 7:10 PM. TRUSTEE SCHRECK SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-0.
- The meeting reconvened to open session.
- CONSENT AGENDA ITEMS: PRESIDENT NIEMAN PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. May 17, 2021 Board Meeting Minutes
  - ii. May 17, 2021 Audit & Finance, Building & Grounds, Executive and President’s Report Meeting Minutes
- PRESENTATION OF BILLS: June disbursements were presented in the amount of \$191,709.81. May payroll was \$107,575.61
- TREASURER’S REPORT: Account balances as of May 31, 2021 were as follows: First Midwest Bank Account=\$527,544.37; Schwab Investment Account=\$7,841,687.71; Schwab Short Term Account=\$3,205,997.48. Real estate taxes in the amount of \$187,005.06, replacement property taxes in the amount of \$5,403.05 and impact fees in the amount

of \$600 from the Village of Lindenhurst were also received in May.

- TRANSFER: A TRANSFER OF \$295,000 FROM THE SCHWAB ACCOUNTS TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR MAY AND DISBURSEMENTS FOR JUNE.
- APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE VENTURI MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-0.
- 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  
Nothing to report.
- Director's Report  
Director Jacobsen highlighted the following items from his report:
- Sr. Circulation Clerk Nancy McClain has announced her plans to retire on July 2. Nancy has dedicated 31 years of service to LVDL and we all wish her well in her retirement!
  - The annual performance evaluation process is nearly complete.
  - The board is encouraged to visit the Youth Services department to see the wonderful summer reading program prize baskets that were created by YS staff. They are amazing!
- COMMUNICATIONS: The Communication folder consisted of:
- An article entitled "Buyer with Vision Sought for Former Lake Villa District Library," published in the *Daily Herald*.
- UNFINISHED BUSINESS: None.
- NEW BUSINESS:
- Approve Proposed Salary Pay Scale (Action)  
TRUSTEE GALLAGHER MOVED TO APPROVE THE PROPOSED SALARY PAY SCALE FOR FISCAL YEAR 2021/2022 AS PRESENTED AND REVIEWED AT THE MAY 17, 2021 COMMITTEE MEETING. TRUSTEE VENTURI SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-0.
- Approve Working Budget (Action)  
TRUSTEE SMITH MOVED TO APPROVE THE WORKING BUDGET FOR FISCAL YEAR 2021/2020 AS PRESENTED AND DISCUSSED AT THE APRIL 27 AND MAY 17, 2021 COMMITTEE MEETINGS. TRUSTEE SCHRECK SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-0.

Approve Non-Resident Fee (Action)

TRUSTEE VENTURI MOVED TO APPROVE THE NON-RESIDENT FEE OF \$372 AS PRESENTED AT THE MAY 17, 2021 COMMITTEE MEETING. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL VOTE, THE MOTION CARRIED. AYES-7: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-0.

Approve Strategic Plan (Action)

TRUSTEE SCHRECK MOVED TO APPROVE THE FISCAL YEAR 2022-2024 STRATEGIC PLAN AS PRESENTED AND DISCUSSED AT THE MAY 17, 2021 BOARD MEETING. TRUSTEE SMITH SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

Trustee Appointment of Secretary's Audit

Trustee Rettinger and Trustee Venturi volunteered to perform the Secretary's Audit of reviewing the board meeting minutes for fiscal year 2020/2021 after the July Board meeting is held.

Semi-Annual Review of Executive Session Meeting Minutes (Action)

TRUSTEE GALLAGHER MOVED OPEN THE APRIL 12, 2021 MINUTES AND TO REMAIN CLOSED THE DECEMBER 12, 2016, DECEMBER 11, 2017, FEBRUARY 10, 2020, JULY 13, 2020, JANUARY 21, 2021, MARCH 8, 2021 AND APRIL 12, 2021 EXECUTIVE SESSION MEETING MINUTES, AND TO DESTROY ALL EXECUTIVE SESSION AUDIO RECORDINGS RECORDED PRIOR TO DECEMBER 2019. TRUSTEE SMITH SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

Approve Board/Committee Meeting Schedule (Action)

TRUSTEE GALLAGHER MOVED TO APPROVE THE FISCAL YEAR 2021/2022 BOARD/COMMITTEE MEETING SCHEDULE AS PRESENTED AND REVIEWED AT THE MAY 17, 2021 COMMITTEE MEETING. TRUSTEE VENTURI SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

Set Date for Budget & Appropriation Hearing (Action)

TRUSTEE SMITH MOVED TO SET THE MEETING DATE FOR THE BUDGET & APPROPRIATION HEARING FOR AUGUST 23, 2021 AT 6:00 PM. TRUSTEE SCHRECK SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

Approve Ordinance 21-102 (Action)

TRUSTEE SMITH MOVED TO APPROVE ORDINANCE 21-102, AN ORDINANCE TRANSFERRING \$1,000 FROM THE GENERAL/OPERATING FUND TO THE AUDIT FUND FOR FISCAL YEAR 2021 AS PRESENTED AND DISCUSSED AT THE MAY 17, 2021 COMMITTEE MEETING. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL VOTE, THE MOTION CARRIED. AYES-7: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-0.

Approve Ordinance 21-103 (Action)

TRUSTEE SMITH MOVED TO APPROVE ORDINANCE 21-103, AN ORDINANCE TRANSFERRING \$7,000 FROM THE GENERAL/OPERATING FUND TO THE PUBLIC LIABILITY FUND FOR FISCAL YEAR 2021 AS PRESENTED AND DISCUSSED AT THE MAY 17,

2021 COMMITTEE MEETING. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL VOTE, THE MOTION CARRIED. AYES-7: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-0.

Approve Ordinance 21-104 (Action)

TRUSTEE SMITH MOVED TO APPROVE ORDINANCE 21-104, AN ORDINANCE TRANSFERRING \$25,000 FROM THE GENERAL/OPERATING FUND TO THE IMRF FUND FOR FISCAL YEAR 2021 AS PRESENTED AND DISCUSSED AT THE MAY 17, 2021 COMMITTEE MEETING. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL VOTE, THE MOTION CARRIED. AYES-7: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-0.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 7:42 PM, TRUSTEE VENTURI MOVED AND TRUSTEE SMITH SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

The next regular Board Meeting is scheduled for 6:00 PM, July 12, 2021.

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Secretary