

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 14th day of September 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, Nieman, and Kathleen Rettinger. Also present: Director Mikael Jacobsen and Administrative Services Manager Binkley.

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-4: GALLAGHER, GUNDRUM, NIEMAN, AND RETTINGER; NAYS-0; ABSENT-3: CASE JOHNSON, O'BRIEN, AND VENTURI.

PUBLIC COMMENTS: None.

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

APPROVAL OF MINUTES

- i. August 13, 2020 Board Meeting Minutes
- ii. August 13, 2020 Audit & Finance, Building & Grounds, Executive Committee, and President's Report Meeting Minutes
- iii. August 24, 2020 Special Board Meeting Minutes

PRESENTATION OF BILLS: September disbursements were presented in the amount of \$235,334.85. August payroll was \$115,922.38.

Trustee Venturi joined the meeting at 6:35pm.

TREASURER'S REPORT: Account balances as of August 31, 2020 were as follows: First Midwest Bank Account=\$413,445.30; Schwab Investment Account=\$7,695,915.80; Schwab Short Term Account=\$4,259,069.78. Real estate taxes in the amount of \$130,543.67, and Replacement Property Tax in the amount of \$1,591.50 were also received in August.

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-5: GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-2: CASE JOHNSON AND O'BRIEN.

APPROVAL OF TRANSFER: TRUSTEE VENTURI MOVED TO TRANSFER \$350,000 FROM THE SCHWAB ACCOUNT TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR AUGUST AND DISBURSEMENTS FOR SEPTEMBER. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-2: CASE JOHNSON AND O'BRIEN.

COMMITTEE REPORTS:	<p><u>Executive Committee - President's Report – President Gundrum</u> Nothing to report.</p> <p><u>Audit &amp; Finance – Trustee Venturi</u> Nothing to report.</p> <p><u>Building &amp; Grounds -Trustee Gallagher</u> Nothing to report.</p> <p><u>Friends – Trustee Gundrum</u> Nothing to report.</p> <p><u>Director's Report</u> Director Jacobsen highlighted items contained in his report. He reported that a cellular booster service is being installed in the building this week to enhance the signal in the lower level of the building. The lack of service has been a frustration among patrons and staff and this should alleviate the issue.</p>
COMMUNICATIONS:	<p>The Communication folder consisted of:</p> <ul style="list-style-type: none"> <li>• A letter from the LVDL Foundation to the Lake Villa Township Food Pantry informing them of a \$1,000 donation made from the Foundation to the food pantry on behalf of the participates that completed reading logs during the summer reading program.</li> </ul>
UNFINISHED BUSINESS:	None.
NEW BUSINESS:	<p><u>Approve Intergovernmental Agreement (Action)</u> TRUSTEE GALLAGHER MOVED TO APPROVE THE INTERGOVERNMENTAL AGREEMENT WITH LAKE COUNTY FOR CARES ACT FUNDING. TRUSTEE NIEMAN SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-2: CASE JOHNSON AND O'BRIEN.</p> <p><u>Adopt Parental Leave Policy (Action)</u> TRUSTEE VENTURI MOVED TO ADOPT THE PARENTAL LEAVE POLICY AS PRESENTED AT THE AUGUST 13, 2020 EXECUTIVE COMMITTEE MEETING. TRUSTEE NIEMAN SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-2: CASE JOHNSON AND O'BRIEN.</p> <p><u>Approve Ordinance 20-103 (Action)</u> TRUSTEE NIEMAN MOVED TO APPROVE ORDINANCE 20-103, AN ORDINANCE APPROVING THE OF THE UNEXPENDED FUND BALANCE OF \$1,800,000 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND EFFECTIVE JUNE 30, 2020. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-2: CASE JOHNSON AND O'BRIEN.</p>

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:55 PM, TRUSTEE GALLAGHER MOVED AND TRUSTEE NIEMAN SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-2: CASE JOHNSON AND O'BRIEN.

The next regular Board Meeting is scheduled for 6:30 PM, October 12, 2020.

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Secretary