

REGULAR MEETING NO. 9

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 14th day of March 2022, by President Nieman.

- ROLL CALL: Secretary Pro-Tem Venturi called roll. The following Trustees answered present: Pat Gallagher, Doug Nieman, Paul Schreck, Jarrod Smith, Barbara Venturi, and Vanessa Villarreal. Absent: Kathleen Rettinger. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Lee Nysted – Seacrest Wealth Management.
- APPROVAL OF AGENDA: TRUSTEE GALLAGHER 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: RETTINGER.
- ELECTION OF SECRETARY: CANDIDATES FOR THE OFFICE OF SECRETARY WERE NOMINATED. TRUSTEE SCHRECK WAS NOMINATED BY TRUSTEE SMITH. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: GALLAGHER, NIEMAN, SCHRECK, SMITH, VILLARREAL, AND VENTURI; NAYS-0; ABESENT-1: RETTINGER. PAUL SCHRECK WAS ELECTED AS SECRETARY.
- PUBLIC COMMENTS: None.
- PRESENTATION: Lee Nysted of Seacrest Wealth Management provided the board with an overview on the current status 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. February 14, 2022 Board Meeting Minutes
  - ii. February 14, 2022 Executive Session Meeting Minutes
  - iii. February 14, 2022 Audit & Finance, Building & Grounds, Executive Committee and President Report Meeting Minutes
- PRESENTATION OF BILLS: March disbursements were presented in the amount of \$184,197.55. February payroll was \$118,926.23
- TREASURER’S REPORT: Account balances as of February 28, 2022 were as follows: First Midwest Bank Account=\$619,168.28; Schwab Investment Account=\$10,626,423.64; Schwab Short Term Account=\$2,718,969.69. Real estate taxes in the amount of \$87,306.84, impact fees from the Village of Lindenhurst in the amount of \$400, and misc. income in the amount of \$746.66 from the Lake Villa Park Ave. TIF were also received in February.
- TRANSFER: A TRANSFER OF \$300,000 FROM THE SCHWAB ACCOUNTS TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR FEBRUARY AND DISBURSEMENTS FOR MARCH.

APPROVAL OF  
CONSENT AGENDA  
ITEMS:

TRUSTEE SMITH MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: GALLAGHER, NIEMAN, SCHRECK, SMITH, VENTURI, AND VILLARREAL; NAYS-0; ABSENT-1: RETTINGER.

COMMITTEE  
REPORTS:Executive Committee - President's Report – President Nieman

The board discussed the two open trustee vacancies and the approach for interviewing the candidates. The board plans to conduct informal conversations with the interested candidates during the April board meeting. Director Jacobsen reported that we have received a letter of interest from two individuals.

Audit & Finance – Trustee Smith

The board reviewed the quarterly Schwab One account statements. Trustee Smith intends to contact Lee Nysted to communicate the desires of the board for Lee to provide the detail of the fees and returns on the investment accounts on a quarterly basis. The information will be reported to the board.

Building & Grounds -Trustee Gallagher

Trustee Gallagher provided an update on the status of the Artwork Project. We are starting to receive some of the selected pieces.

Friends

Director Jacobsen reported that the Friends intend to schedule lobby book sale events in June and November.

Director's Report

Director Jacobsen highlighted items from his report:

- Gate count data – increased significantly from last February.
- New hires – Welcome to recent new hires - Heather Campbell – Cataloging Librarian; Robin Fallbacher, Marlee Jaramillo and Sadie Saller – Shelves; and Rob Vega - Adult Services Reference Associate.

## COMMUNICATIONS:

The Communication folder consisted of the following:

- An article entitled “Lake Villa District Library Board Looks to Fill 2 Openings” published in the *Lake County Journal*.
- A thank you note from recently retired employee Ann Grebner.

UNFINISHED  
BUSINESS:

None.

## NEW BUSINESS:

Approve Revised Fiscal Accountability Policy (Action)

TRUSTEE SMITH MOVED TO APPROVE THE REVISED FISCAL ACCOUNTABILITY POLICY AS PRESENTED AND DISCUSSED AT THE FEBRUARY 14, 2022 COMMITTEE MEETING. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: RETTINGER.

Approve Revised Programming Policy (Action)

TRUSTEE SCHRECK MOVED TO APPROVE THE REVISED PROGRAMMING POLICY AS PRESENTED AND DISCUSSED AT THE FEBRUARY 14, 2022 COMMITTEE MEETING. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A CALL VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: RETTINGER.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 7:05 PM, TRUSTEE GALLAGHER MOVED AND TRUSTEE VENTURI SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: RETTINGER.

The next regular Board Meeting is scheduled for 6:00 PM, April 11th, 2022.

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Secretary