

Lake Villa District Library  
Board of Trustees  
Building & Grounds Committee  
**Meeting Minutes**

**Date:** January 10, 2022

**Building & Grounds Committee:** (Chairman – Trustee Gallagher)

**Attendance:**

Committee: Trustees: Gallagher, Nieman, Rettinger, Schreck, Smith, Venturi and Villarreal  
Ex Officio: Jacobsen  
Also Present: Binkley  
Guests: None

**Convened:** 6:55 PM

**Public Comments:** None

**Minutes:** Terrazzo floor project - Director Jacobsen informed the board that the work done on the terrazzo floor is now complete. Overall, we are very satisfied with the outcome of the project.

Humidity control project - Director Jacobsen reported that we have received an acceptable quote to install the dehumidifiers. He intends to approve the agreement to move forward with the project.

Bird strike/book fading window vinyl potential option – Director Jacobsen provided the board with a sample window covering that could be installed as a potential option to help to alleviate bird strikes and book fading. The project cost was estimated to be between \$85,000-\$110,000. The consensus of the board was to not proceed with this option at this time.

Outdoor Space Master Plan – we have received the contract from Hitchcock Design Group and it has been reviewed by the library’s attorney. Once the contract is signed by both parties, the project will be proceed.

Director Jacobsen also informed the board that a resolution authorizing participation in the Northern Illinois Municipal Electric Collaborative (NIMEC), and to authorize the director to accept and approve a contract with the lowest cost electricity provider will be on the February board meeting agenda.

**Public Comments:** None

**Adjourned:** 7:03 PM

**Motions:** **Adopt NIMEC Resolution**

Lake Villa District Library  
Board of Trustees  
Director's Report  
**Meeting Minutes**

**Date:** January 10, 2022

**Director's Report:** (Director Jacobsen)

**Attendance:**

Committee: Trustees: Gallagher, Nieman, Rettinger, Schreck, Smith, Venturi and Villarreal  
Ex Officio: Jacobsen  
Also Present: Binkley  
Guests: None

**Convened:** 6:52 PM

**Public Comments:** None

**Minutes:** Director Jacobsen provided the board with an overview of the Intergovernmental Agreement (IGA) between the library and high school District 117. The agreement will allow for LVDL to provide library services to high school district teachers. The agreement is similar to other agreements approved by the board for offering library services to area elementary school districts.

The IGA will be approved at a future board meeting.

**Public Comments:** None

**Adjourned:** 6:55 PM

**Motions:** **Approve IGA**

Lake Villa District Library  
Board of Trustees  
Executive Committee  
**Meeting Minutes**

**Date:** January 10, 2022

**Executive Committee:** (Chairman – President Nieman)

**Attendance:**

Committee: Trustees: Gallagher, Nieman, Rettinger, Schreck, Smith, Venturi and Villarreal  
Ex Officio: Jacobsen  
Also Present: Binkley  
Guests: None

**Convened:** 7:04 PM

**Public Comments:** None

**Minutes:** COVID-19 Vaccination/Testing Policy – the board reviewed and discussed the draft of the potential policy. Director Jacobsen explained that the draft of the policy was presented as a precautionary measure in the event it is deemed necessary to implement the policy in the future. He explained that it is not necessary to adopt the policy at this time as the library does not meet the current OSHA ETS requirement of 100 employees or more.

Ethics Statement for Public Library Trustees Policy – the policy was reviewed with no revisions made to the policy.

Identity Protection Policy – the policy was reviewed with no revisions made to the policy.

**Public Comments:** None

**Adjourned:** 7:10 PM

**Motions:**