

Lake Villa District Library
Board of Trustees
Audit & Finance Committee
Meeting Minutes

Date: October 10, 2022

Audit & Finance Committee: (Chairman - Trustee Smith)

Attendance:

Present: Trustees Durot, Gass, Nieman, Schreck, Smith, Venturi and Villarreal
Absent: None
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:16 PM

Public Comments: None

Minutes: Investment Advisor Update – Trustee Smith acknowledged Director Jacobsen for his efforts in working with the library’s investment advisor Lee Nysted to communicate improvements that were recently identified by the board. Trustee Smith asked board members to inform Director Jacobsen of any particular type of reports they would like to receive regarding the investment portfolio. Director Jacobsen intends to inform the board of any pertinent information received by Mr. Nysted regarding investment decisions and strategies.

Old National Bank – Following a discussion Director Jacobsen had with our ONB account representative, the interest rate that the library checking account earns has increased from .05% to .25%.

Public Comments: None

Adjourned: 7:30 PM

Motions:

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

Date: October 10, 2022

Building & Grounds Committee: (Chairman – Trustee Durot)

Attendance:

Present: Trustees Durot, Gass, Nieman, Schreck, Smith, Venturi and Villarreal
Absent: None
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:30 PM

Public Comments: None

Minutes: Outdoor Space Plan Update – Director Jacobsen provided the board with a preliminary pencil sketch of the outdoor space plan provided by Hitchcock Design Group (HDG). He explained that the committee has meet to review and discuss the sketch and has communicated their feedback to HDG.

HDG is anticipating attending the November board meeting to present an update of the outdoor space plan at 50% complete. The board will be able to provide feedback during the meeting. HDG will also be hosting a public event on November 17th at 6:30pm to present the same content.

Youth Services Program Room Flooring - The flooring in the YS Program Room has not met expectations and is not wearing well. A solution to replace the flooring has been selected that we believe will help to improve the space and simplify cleaning and maintenance of the floor. Director Jacobsen intends to ask for references of local installations that have utilized this this type of flooring and to investigate how well it holds up before proceeding further.

Public Comments: None

Adjourned: 7:43 PM

Motions:

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

Date: October 10, 2022

Director's Report: (Director Jacobsen)

Attendance:

Present: Trustees Durot, Gass, Nieman, Schreck, Smith, Venturi and Villarreal
Absent: None
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:12 PM

Public Comments: None

Minutes: Director Jacobsen explained the Per Capita Grant funding requirements to the board. He reported that the library leadership team recently reviewed and discussed the *Serving our Public 4.0: Standards for Illinois Public Libraries*. Director Jacobsen provided An overview of where the library currently meets the standards and where it does not.

The completed Per Capital Grant application was recently submitted to the Illinois State Library. We anticipate the library receiving funding of \$58,718.28 next fiscal year.

Public Comments: None

Adjourned: 7:16 PM

Motions:

Lake Villa District Library
Board of Trustees
Executive Committee
Meeting Minutes

Date: October 10, 2022

Executive Committee: (Chairman – President Nieman)

Attendance:

Present: Trustees Durot, Gass, Nieman, Schreck, Smith, Venturi and Villarreal
Absent: None
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:43 PM

Public Comments: None

Minutes: The board reviewed and discussed the revised Social Media Policy. Approval of the revised policy will be on the November board meeting agenda.

Public Comments: None

Adjourned: 7:51 PM

Motions: Approve Revised Social Media Policy

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

Date: October 10, 2022

Executive Committee: (Chairman – President Nieman)

Attendance:

Present: Trustees Durot, Gass, Nieman, Schreck, Smith, Venturi and Villarreal
Absent: None
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:51 PM

Public Comments: None

Minutes: Library Trustee Election Packets – Director Jacobsen reported that courtesy election packets are available for district residents that may be interested in running for one of the four board vacancies during the April 4, 2023 election.

Public Comments: None

Adjourned: 7:52 PM

Motions: