

MINUTES August 14, 2023

REGULAR MEETING NO. 2

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 August 2023, by President Schreck.

- ROLL CALL: Secretary Villarreal called roll. The following Trustees answered present: Joel Beverley, Jennifer Durot, Nate Gass, Paul Schreck, and Vanessa Villarreal. Absent: Jarrod Smith and David Swan. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Lee Nysted – Library Investment Advisor.
- APPROVAL OF AGENDA: TRUSTEE GASS MOVED TO AMEND THE AGENDA AS PRESENTED (DUE TO RESCHEDULING OF THE PRESENTATION BY HITCHCOCK DESIGN GROUP). TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: SMITH AND SWAN.
- PUBLIC COMMENTS: None.
- PRESENTATION: Library Investment Advisor Lee Nysted provided the board with an overview of the library's investment accounts.
- CONSENT AGENDA ITEMS: PRESIDENT SCHRECK PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- July 10, 2023 Board Meeting Minutes
 - July 10, 2023 Decennial Committee Meeting #3, Audit & Finance, Building & Grounds, Executive, Friends, and President's Report Meeting Minutes
- PRESENTATION OF BILLS: August disbursements were presented in the amount of \$255,062.14. July payroll was \$134,775.47.
- TREASURER'S REPORT: Account balances as of July 31, 2023 were as follows: Old National Bank Account=\$507,470.26; Schwab Investment Account=\$10,320,203.97; Schwab Short Term Account=\$3,725,928.17. Real estate taxes in the amount of \$167,436.86; replacement property taxes in the amount of \$7,488.53; and impact fees from the Village of Lindenhurst in the amount of \$200.00 were also received in the month of July.
- TRANSFER: A TRANSFER OF \$325,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR JULY AND DISBURSEMENTS FOR AUGUST.
- APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE VILLARREAL MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE DUROT SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: BEVERLEY, DUROT, GASS, SCHRECK, AND VILLARREAL; NAYS-0; ABSENT-2: SMITH AND SWAN.

Director's Report

Director Jacobsen highlighted the following from his report:

- The Summer Reading Program was a huge success with 3,800 participants!

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- Staff were commended for their outstanding efforts in support of the program.
- A wi-fi access point was added to the front of the building to improve wi-fi accessibility in the lower parking lot, and in anticipation of the planned improvements to the front entrance and terrace areas.
- The library received the Per Capita Grant in the amount of \$58,718.
- The graphics wrap on the library vehicle was completed and we are very pleased with the outcome. The library vehicle will be a great addition to use in the upcoming parade.

COMMUNICATIONS: The Communication folder consisted of the following:
Nothing to report.

UNFINISHED
BUSINESS: None.

NEW BUSINESS: Adopt Ordinance #23-103 (Action)
TRUSTEE DUROT MOVED TO ADOPT ORDINANCE #23-103 – AN ORDINANCE AUTHORIZING THE TRANSFER OF \$545,000 OF UNEXPENDED FUNDS FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND AS PRESENTED AND DISCUSSED AT THE JULY 10, 2023 COMMITTEE MEETING. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: BEVERLEY, DUROT, GASS, SCHRECK, AND VILLARREAL; NAYS-0; ABSENT-2: SMITH AND SWAN.

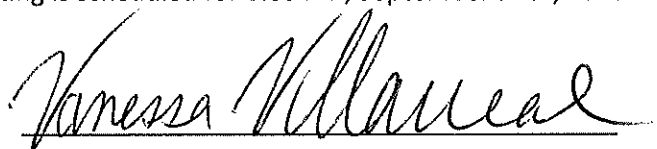
Adopt Resolution #23-101 (Action)
TRUSTEE BEVERLEY MOVED TO ADOPT RESOLUTION #23-101 – A RESOLUTION AUTHORIZING THE LIBRARY BOARD PRESIDENT TO SIGN A RESOLUTION OF AUTHORIZATION FOR AN OPEN SPACE LAND ACQUISITION AND DEVELOPMENT “OSLAD” GRANT APPLICATION FORM OS/DOC-3. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: BEVERLEY, DUROT, GASS, SCHRECK, AND VILLARREAL; NAYS-0; ABSENT-2: SMITH AND SWAN.

Approve Revised Remote Work Policy (Action)
TRUSTEE VILLARREAL MOVED TO APPROVE THE REVISED REMOTE WORK POLICY AS REVIEWED AND DISCUSSED AT THE JULY 10, 2023 COMMITTEE MEETING. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: SMITH AND SWAN.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:53 PM, TRUSTEE VILLARREAL MOVED AND TRUSTEE DUROT SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: SMITH AND SWAN.

The next regular Board Meeting is scheduled for 6:00 PM, September 11th, 2023.


Secretary