

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 13th day of February 2023, by President Nieman.

- ROLL CALL: Secretary Schreck called roll. The following Trustees answered present: Jennifer Durot, Nate Gass, Doug Nieman, Paul Schreck, Jarrod Smith, Barbara Venturi, and Vanessa Villarreal. Absent: None. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Adult Services Outreach Librarian Meg Schmaus, Head of Circulation Lynn Firman, Facility Manager Kevin Knodel, and Youth Service Outreach Librarian Rachel Hogan.
- APPROVAL OF AGENDA: TRUSTEE SMITH MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.
- PUBLIC COMMENTS: None.
- PRESENTATION: Adult Services Outreach Librarian Meg Schmaus presented the board with an overview of book hauler type vehicles in support of the strategic plan activity to propose the purchase of a book hauler vehicle. The board also reviewed and discussed the book hauler proposal (prepared by the activity committee: Julie Binkley, Lynn Firman, Rachel Hogan, Mick Jacobsen, and Meg Schmaus) which included information on what a book hauler vehicle is, information on neighboring libraries that own a book hauler, usage of a book hauler in support of LVDL's mission/vision, delivery/access information, community engagement/awareness opportunities, cost estimates, staffing/training requirements, and other considerations.
- APPROVE CONTRACT: Approve Contract with Special Vehicle Services, LLC (Action) - TABLED
TRUSTEE DUROT MOVED TO TABLE APPROVAL TO CONTRACT WITH SPECIAL VEHICLE SERVICES, LLC TO PREPARE A BID SPECIFICATION PACKET AND CONDUCT A FORMAL BID PROCESS FOR A BOOK HAULER TYPE VEHICLE IN ORDER TO ALLOW FOR DISCUSSION DURING THE COMMITTEE MEETING. TRUSTEE GASS SECONDED THE MOTION, UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.
- CONSENT AGENDA ITEMS: PRESIDENT NIEMAN PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. January 9, 2023 Board Meeting Minutes
 - ii. January 9, 2023 Audit & Finance, Building & Grounds, and President's Report Meeting Minutes
 - iii. January 9, 2023 Executive Session Meeting Minutes
- PRESENTATION OF BILLS: February disbursements were presented in the amount of \$229,617.91. January payroll was \$130,126.21.
- TREASURER'S REPORT: Account balances as of January 31, 2023 were as follows: Old National Bank Account=\$460,838.22; Schwab Investment Account=\$10,314,900.46; Schwab Short

Term Account=\$3,395,002.65. Replacement property taxes in the amount of \$7,254.95, impact fees in the amount of \$400, and miscellaneous income in the amount of \$1,497.07 were also received in January.

TRANSFER: A TRANSFER OF \$350,000 FROM THE SCHWAB ACCOUNT TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR JANUARY AND DISBURSEMENTS FOR FEBRUARY.

APPROVAL OF TRUSTEE VILLARREAL MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE SMITH SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: DUROT, GASS, NIEMAN, SCHRECK, SMITH, VENTURI, AND VILLARREAL; NAYS-0; ABSENT-0.

Director's Report

Director Jacobsen highlighted the following from his report:

- Delightful experiences that make LVDL a warm, welcoming space.
- A request for reconsideration received from a patron expressing their concern regarding a book located in the Youth Services collection.
- Awareness campaign newspaper ads and billboard experiment.
- Paid Leave For All Workers Act requirements.

COMMUNICATIONS: The Communication folder consisted of the following:

- An article entitled "Lake Villa District Library's Wine and Craft Beer Tasting Set for Feb. 10," published in the *Lake County Journal*.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Executive Session – Library Director Annual Evaluation (Action)
TRUSTEE SMITH MOVED TO GO INTO EXECUTIVE SESSION AT 6:38 PM FOR THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY. TRUSTEE SCHRECK SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: DUROT, GASS, NIEMAN, SCHRECK, SMITH, VENTURI, AND VILLARREAL; NAYS-0; ABSENT-0.

TRUSTEE SMITH MOVED TO COME OUT OF EXECUTIVE SESSION AT 7:03 PM. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: DUROT, GASS, NIEMAN, SCHRECK, SMITH, VENTURI, AND VILLARREAL; NAYS-0; ABSENT-0.

Approve Director's Compensation (Action)

TRUSTEE SMITH MOVED TO APPROVE THE DIRECTOR'S COMPENSATION AT THE RATE OF \$130,000 PER YEAR PLUS A \$1,500 BONUS WITH ALL BENEFITS OUTLINED IN THE PERSONNEL POLICY MANUAL. TRUSTEE DUROT SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: DUROT, GASS, NIEMAN, SCHRECK, SMITH, VENTURI, AND VILLARREAL; NAYS-0; ABSENT-0.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 7:04 PM, TRUSTEE VILLARREAL MOVED AND TRUSTEE VENTURI SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

The next regular Board Meeting is scheduled for 6:00 PM, March 13th, 2023.

Secretary Schreck