

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

Date: January 9, 2023

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: 6:42 PM

Public Comments: None

Minutes: Director Jacobsen provided the board with a 6-month review of the library's strategic plan activities. The report described the progress being made on the activities selected by staff to take strides toward LVDL's strategic goals as defined in the strategic plan. The activities are being tackled by library staff from all departments and all levels. Director Jacobsen stated that he is impressed with all the incredible work that is being done throughout each and every activity.

Public Comments: None

Adjourned: 6:53 PM

Motions:

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

Date: January 9, 2023

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: 6:53 PM

Public Comments: None

Minutes: 6-month review of library's working budget expenditures – Trustee Smith stated that he reviewed the expenditures report provided by Director Jacobsen. Trustee Smith complimented Director Jacobsen for his efforts in managing the budget. Overall the budget appears to be in good shape.

President Nieman stated that he reviewed the investment reports provided by investment advisor Lee Nysted. President Nieman noted a significant improvement with the reporting Lee is providing. He asked that Director Jacobsen inform Lee that the board appreciates his efforts.

Public Comments: None

Adjourned: 6:57 PM

Motions:

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

Date: January 9, 2023

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: 6:57 PM

Public Comments: None

Minutes:

Audio issues in Program Rooms A&B – Director Jacobsen reported on audibility and echo issues that have been noticed while using these rooms with or without the use of microphones and the amplification system. Director Jacobsen plans to consult with the architect from StudioGC to seek their thoughts on what options may exist to improve the issues. If an option is identified, it will likely be addressed next fiscal year.

Outdoor space planning update – the board reviewed the sketch provided by Hitchcock Design Group (HDG). The sketch divides the landscape plans into 23 areas which will allow for the library to choose which sections of the project to concentrate on. HDG is currently working on preparing cost estimates for each of the areas. Once the estimates are available, potential phases of the outdoor space plan can be determined.

Public Comments: None

Adjourned: 7:07 PM

Motions:

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

Date: January 9, 2023

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: 7:08 PM

Public Comments: None

Minutes: Library Director Evaluation Process – Trustee Smith reported that the survey being used for the Director's evaluation process has been prepared and will be provided to the board this week. President Nieman asked that each board member complete the survey by January 31. Trustees Durot and Schreck will review and compile the survey results and the board will discuss at the February board meeting.

Public Comments: None

Adjourned: 7:11 PM

Motions: