

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 10th day of July 2023, by President Schreck.

**ROLL CALL:** Secretary Villarreal called roll. The following Trustees answered present: Joel Beverley, Nate Gass, Paul Schreck, Jarrod Smith, David Swan, and Vanessa Villarreal. Absent: Jennifer Durot. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Doug Nieman.

**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-6; NAYS-0; ABSENT-1: DUROT.

**PUBLIC COMMENTS:** None.

**CONSENT AGENDA ITEMS:** PRESIDENT SCHRECK PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.

**APPROVAL OF MINUTES**

- i. June 12, 2023 Board Meeting Minutes
- ii. June 12, 2023 Audit & Finance, Building & Grounds, Friends, and Executive Committee Meeting Minutes

**PRESENTATION OF BILLS:** July disbursements were presented in the amount of \$299,900.24. June payroll was \$131,224.66.

**TREASURER'S REPORT:** Account balances as of June 30, 2023 were as follows: Old National Bank Account=\$459,051.59; Schwab Investment Account=\$10,311,357.46; Schwab Short Term Account=\$3,962,458.68. Real estate taxes in the amount of \$2,225,831.96 and impact fees from the Village of Lindenhurst in the amount of \$200.00 were also received in the month of June.

**TRANSFER:** A TRANSFER OF \$430,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR JUNE AND DISBURSEMENTS FOR JULY.

**APPROVAL OF CONSENT AGENDA ITEMS:** TRUSTEE VILLARREAL MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE BEVERLEY SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: BEVERLEY, GASS, SCHRECK, SMITH, SWAN, AND VILLARREAL; NAYS-0; ABSENT-1: DUROT.

Director's Report

Director Jacobsen highlighted the following from his report:

- Review of FY23 statistics including number of visitors, circulation, room usage, and other various service stats.
- The annual performance evaluation process has been completed for all employees.

COMMUNICATIONS: The Communication folder consisted of the following:

- An article entitled "Summer is Sweet at Lake Villa District Library," published in the *Lake County Journal*.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Adopt Annual Maintenance Ordinance #23-101 (Action)  
TRUSTEE SMITH MOVED TO ADOPT ANNUAL MAINTENANCE ORDINANCE #23-101 – AN ORDINANCE AUTHORIZING THE LEVY OF AN ADDITIONAL TAX FOR THE MAINTENANCE, REPAIRS AND ALTERATIONS OF THE LIBRARY BUILDING AND EQUIPMENT AS PRESENTED AND DISCUSSED AT THE JUNE 12, 2023 COMMITTEE MEETING. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: BEVERLEY, GASS, SCHRECK, SMITH, SWAN, AND VILLARREAL; NAYS-0; ABSENT-1: DUROT.

Adopt Tentative Budget & Appropriation Ordinance #23-102 (Action)  
TRUSTEE SMITH MOVED TO APPROVE THE TENTATIVE BUDGET & APPROPRIATION ORDINANCE #23-102 – AN ORDINANCE TO SET FORTH THE AMOUNT OF FUNDS TO BE BUDGETED AND APPROPRIATED TO DEFRAY THE EXPENSES AND LIABILITIES OF THE LIBRARY DISTRICT AS PRESENTED AND DISCUSSED AT THE JUNE 12, 2023 COMMITTEE MEETING. TRUSTEE SWAN SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: BEVERLEY, GASS, SCHRECK, SMITH, SWAN, AND VILLARREAL; NAYS-0; ABSENT-1: DUROT.

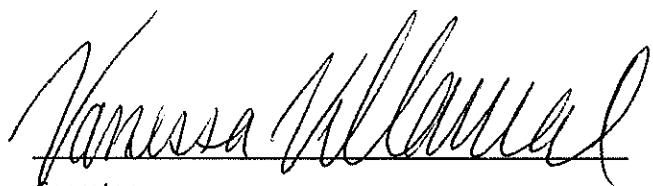
Approve Revised Reference Policy (Action)  
TRUSTEE SWAN MOVED TO APPROVE THE REVISED REFERENCE SERVICE POLICY AS REVIEWED AND DISCUSSED AT THE JUNE 12, 2023 COMMITTEE MEETING. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: DUROT.

Review of FY23 Unaudited Final Working Budget Expenditures Report  
Director Jacobsen provided the board with an overview of the FY23 unaudited final working budget expenditures report.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:38 PM, TRUSTEE VILLARREAL MOVED AND TRUSTEE BEVERLEY SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: DUROT.

The next regular Board Meeting is scheduled for 6:00 PM, August 14th, 2023.

  
Secretary