

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 March 2023, by President Nieman.

- ROLL CALL: Secretary Pro Tem Nate Gass called roll. The following Trustees answered present: Jennifer Durot, Nate Gass, Doug Nieman, Jarrod Smith, and Vanessa Villarreal. Absent: Paul Schreck and Barbara Venturi. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Library Investment Advisor Lee Nysted; Hitchcock Design Group representatives Dave Frigo and Kendra Teune; Hey & Associates representative Dave Kraft; and a visitor from the public.
- APPROVAL OF AGENDA: TRUSTEE VILLARREAL MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE DUROT SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: SCHRECK AND VENTURI.
- PUBLIC COMMENTS: None.
- PRESENTATION: Library investment advisor Lee Nysted presented the board with an overview of the library's investment portfolio.
- PRESENTATION: Dave Frigo and Kendra Teune from Hitchcock Design Group and Dave Kraft from Hey & Associates presented the board with the 95% completion report on the outdoor space plan. The presentation included 3D renderings of specific views, a detailed construction cost opinion summary, and an explanatory narrative of the project.
- CONSENT AGENDA ITEMS: PRESIDENT NIEMAN PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. February 13, 2023 Board Meeting Minutes
 - ii. February 13, 2023 Executive Session Meeting Minutes
 - iii. February 13, 2023 Audit & Finance, Building & Grounds, Executive, Friends, and President's Report Meeting Minutes
- PRESENTATION OF BILLS: March disbursements were presented in the amount of \$198,395.89. February payroll was \$133,557.00.
- TREASURER'S REPORT: Account balances as of February 28, 2023 were as follows: Old National Bank Account=\$455,107.33; Schwab Investment Account=\$10,235,075.36; Schwab Short Term Account=\$3,038,811.00. No additional income was received in the month of February.
- TRANSFER: A TRANSFER OF \$330,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR FEBRUARY AND DISBURSEMENTS FOR MARCH.

APPROVAL OF
CONSENT AGENDA
ITEMS:

TRUSTEE SMITH MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: DUROT, GASS, NIEMAN, SMITH, AND VILLARREAL; NAYS-0; ABSENT-2: SCHRECK AND VENTURI.

Director's Report

Director Jacobsen highlighted the following from his report:

- Overview of the recent meetings held with elected state representatives and representatives from several area libraries regarding library advocacy.

COMMUNICATIONS:

The Communication folder consisted of the following:

- A note from a patron on Valentine's Day expressing their appreciation to LVDL for all we do each day to make the library a welcoming place and one of their favorite places.

UNFINISHED
BUSINESS:

Library Vehicle Discussion – Director Jacobsen reported that following the board's feedback during the February committee meeting discussion, the Library Vehicle committee regrouped to adjust course on the project by revisiting potential tasks and ranking them by priority.

After explaining potential options, Director Jacobsen sought guidance from the board on what option they would prefer staff to pursue. After much discussion, the consensus of the board was in support of Option 1 (pursue the purchase of a used minivan under \$25,000). This option was the least expensive, aligns with board's preference for a pilot project approach, and would not require a formal bid packet at under \$25,000, but would also address the highest priority of tasks.

Director Jacobsen and members of the committee will begin searching for vehicle options and will also create a draft Library Vehicle Use Policy/Guidelines document for the board to review.

NEW BUSINESS:

Approve Revised Fiscal Accountability Policy (Action)

TRUSTEE DUROT MOVED TO APPROVE THE REVISED FISCAL ACCOUNTABILITY POLICY AS REVIEWED AND PRESENTED AT THE FEBRUARY 13, 2023 COMMITTEE MEETING. TRUSTEE SMITH SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: SCHRECK AND VENTURI.

PUBLIC COMMENTS:

None.

ADJOURNMENT:

There being no further business, at 8:13 PM, TRUSTEE SMITH MOVED AND TRUSTEE VILLARREAL SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: SCHRECK AND VENTURI.

The next regular Board Meeting is scheduled for 6:00 PM, April 10th, 2023.