

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 15th day of May 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, and Barbara Venturi. Absent: Vanessa Villarreal. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Head of Communications Nina Kenney, newly elected Library Board Trustees Joel Beverley and David Swan, and visitors from the public.
- APPROVAL OF AGENDA: TRUSTEE SMITH MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: VILLARREAL.
- PUBLIC COMMENTS: None.
- CONSENT AGENDA ITEMS: PRESIDENT NIEMAN PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. April 10, 2023 Board Meeting Minutes
 - ii. April 10, 2023 Audit & Finance, Building & Grounds, Executive and President’s Report Meeting Minutes
 - iii. April 24, 2023 Audit & Finance Committee Meeting Minutes
- TRUSTEE SCHRECK MOVED TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED. TRUSTEE DUROT SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: VILLARREAL.
- RECOGNITION OF TRUSTEES: On behalf of the board, Director Jacobsen presented retiring board members, President Nieman and Vice President Venturi, with a gift to recognize them for their dedication and efforts while serving on the library Board of Trustees.
- Adjournment Sine Die.
- SWEARING IN OF NEW TRUSTEES: Director Jacobsen swore in newly elected Trustees Joel Beverley, Jennifer Durot, Nate Gass, and David Swan.
- ROLL CALL: Secretary pro temp Jacobsen called roll. The following Trustees answered present: Joel Beverley, Jennifer Durot, Nate Gass, Paul Schreck, Jarrod Smith, and David Swan. Absent: Vanessa Villarreal. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Head of Communications Nina Kenney, Doug Nieman, and Barbara Venturi.
- ELECTION OF OFFICERS: CANDIDATES FOR THE OFFICE OF PRESIDENT WERE NOMINATED. TRUSTEE SCHRECK WAS NOMINATED BY TRUSTEE SMITH AND SECONDED BY TRUSTEE DUROT. UPON BEING PUT TO A ROLL VOTE, THE MOTION CARRIED AYES-6: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-1: VILLARREAL. TRUSTEE SCHRECK WAS ELECTED AS PRESIDENT.

CANDIDATES FOR THE OFFICE OF VICE PRESIDENT WERE NOMINATED. TRUSTEE GASS WAS NOMINATED BY TRUSTEE SMITH, SECONDED BY TRUSTEE BEVERLEY. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, AND SWAN; NAY-0; ABSENT-1: VILLARREAL. TRUSTEE GASS WAS ELECTED AS VICE PRESIDENT.

CANDIDATES FOR THE OFFICE OF SECRETARY WERE NOMINATED. TRUSTEE VILLARREAL WAS NOMINATED BY TRUSTEE DUROT, SECONDED BY TRUSTEE SCHRECK. TRUSTEE BEVERLEY WAS NOMINATED BY TRUSTEE BEVERLEY, SECONDED BY TRUSTEE SMITH. VOTES FOR VILLARREAL – AYES-6: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-1: VILLARREAL. VOTES FOR BEVERLEY – NONE. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. TRUSTEE VILLARREAL WAS ELECTED AS SECRETARY.

CANDIDATES FOR THE OFFICE OF TREASURER WERE NOMINATED. TRUSTEE SMITH WAS NOMINATED BY TRUSTEE SCHRECK, SECONDED BY TRUSTEE GASS. UPON BEING PUT FOR A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-1: VILLARREAL. TRUSTEE SMITH WAS ELECTED AS TREASURER.

Trustee Beverley was Secretary Pro Temp for the remainder of the meeting.

CONSENT AGENDA ITEMS:

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

PRESENTATION OF BILLS:

May disbursements were presented in the amount of \$351,540.77. April payroll was \$133,338.52.

TREASURER'S REPORT:

Account balances as of April 30, 2023 were as follows: Old National Bank Account=\$437,384.74; Schwab Investment Account=\$10,387,567.22; Schwab Short Term Account=\$2,520,943.37. Replacement property taxes in the amount of \$5,709.00 were received in the month of April.

TRANSFER:

A TRANSFER OF \$500,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR APRIL AND DISBURSEMENTS FOR MAY.

APPROVAL OF CONSENT AGENDA ITEMS:

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

PRESENTATION:

Nina Kenney, Head of Communications, provided the board with an overview on the library's awareness campaign efforts, "Books are just the beginning."

Director's Report

Director Jacobsen highlighted the following from his report:

- Library vehicle – a 2020 Chrysler Pacifica was purchased. Currently in the process of obtaining municipal license plates and vehicle insurance, and will soon be conducting driver record checks for authorized drivers. We anticipate having the vehicle operating in the near future.

- Strategic activities planning for FY24 is currently underway.
- Freedom of Information Act request for information regarding prevailing wage work done for the building since 2018.

COMMUNICATIONS: The Communication folder consisted of the following:

- A thank you note and Girl Scout cookies from GS Troop #54523 to express their appreciation for the use of library meeting room space and the assistance they receive by library staff.
- A thank you note from a patron expressing their appreciation to the board for their continued work of excellence to its community and to also acknowledge Adult Services Collection Development Librarian Kelly Ewalt – “What a fabulous and thought provoking group leader you consistently are.”
- A thank you email from LVDL to the Lake County Children’s Advocacy Center for the cookies they sent for staff to enjoy. They responded expressing their appreciation for the assistance provided by library staff during the Child Abuse Prevention initiative that was recently available at the library.

UNFINISHED
BUSINESS: None.

NEW BUSINESS: Adopt Vehicle Use Policy (Action)
TRUSTEE SMITH MOVED TO APPROVE THE VEHICLE USE POLICY AS REVIEWED AND PRESENTED AT THE APRIL 10, 2023 COMMITTEE MEETING. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-; NAYS-0; ABSENT-1: VILLARREAL.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:56 PM, TRUSTEE DUROT 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: VILLARREAL.

The next regular Board Meeting is scheduled for 6:00 PM, June 12th, 2023.

Secretary