

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

Date: October 9, 2023

Director's Report: (Director Jacobsen)

Attendance:

Present: Trustees Beverley, Durot, Gass, Schreck, Smith, and Swan
Absent: Villarreal
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 6:38 PM

Public Comments: None

Minutes: Advocacy Efforts - Director Jacobsen reported that a suggestion he put forth to Representative Joyce Mason - requesting an edit to the Illinois Statues 75 ILCS 5/5 5 and 75 ILCS 16/40-45 to increase the formal bid process threshold from \$25,000 to \$30,000 - will be taken up in Springfield. Following submitting the information to the Illinois Library Association Public Policy Committee, they have taken up this advocacy effort as well. Their suggestion is to increase the amount to \$35,000 as other governmental agencies already are at that amount.

In addition, Director Jacobsen was asked by the Illinois Library Association to assist in coordinating the North Suburban and Chicago Illinois Library Legislative Breakfast being held on December 5. Director Jacobsen is reaching out to area legislators to invite them to the breakfast which allows the opportunity for them to learn more about library priorities.

Public Comments: None

Adjourned: 6:44 PM

Motions:

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

Date: October 9, 2023

Audit & Finance Committee: (Chairman - Trustee Smith)

Attendance:

Present: Trustees Beverley, Durot, Gass, Schreck, Smith, and Swan
Absent: Villarreal
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 6:44 PM

Public Comments: None

Minutes: Annual Audit – Trustee Smith reported that the draft of the annual financial report has been received and is currently under review by administration. A representative from Lauterbach & Amen will attend the November board meeting to provide an overview of the audit and the annual financial report to the board.

Public Comments: None

Adjourned: 6:45 PM

Motions:

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

Date: October 9, 2023

Building & Grounds Committee: (Chairman – Trustee Durot)

Attendance:

Present: Trustees Beverley, Durot, Gass, Schreck, Smith, and Swan
Absent: Villarreal
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 6:46 PM

Public Comments: None

Minutes: Program Room A&B Echo – Director Jacobsen reported that the project to address the echo issues in the large program room is moving along. A material color and type has been chosen, and we are currently waiting on exact measurements of the material needed from the library’s architect. We are also considering installation options as we may be able to complete the installation of the panels in-house as it does not seem to be a difficult process.

Public Comments: None

Adjourned: 6:48 PM

Motions:

Lake Villa District Library
Board of Trustees
Friends Committee
Meeting Minutes

Date: October 9, 2023

Friends Committee:(Chairman – Trustee Smith)

Attendance:

Present: Trustees Beverley, Durot, Gass, Schreck, Smith, and Swan
Absent: Villarreal
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 6:48 PM

Public Comments: None

Minutes: Trustee Smith reported that he is currently working with the Friends President regarding tax filing requirements. He also mentioned that the Friends are having a Thank-a-Vet Book Sale in November. The next Friends meeting is scheduled to be held in November. Trustee Smith will provide an update to the board after the meeting takes place.

Public Comments: None

Adjourned: 6:50 PM

Motions:

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

Date: October 9, 2023

**Executive
Committee:** (Chairman – President Schreck)

Attendance:

Present: Trustees Beverley, Durot, Gass, Schreck, Smith, and Swan

Absent: Villarreal

Ex Officio: Jacobsen

Also Present: Binkley

Guests: None

Convened: 6:50 PM

Public Comments: None

Minutes: President Schreck reported that he presented a check to Lake Villa Township Supervisor Dan Venturi for a \$1,000 donation made to the Lake Villa Food Pantry from the Library Foundation to recognize participation in the 2023 Summer Reading Program.

Public Comments: None

Adjourned: 6:50 PM

Motions: