

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 6:02 PM on the 9th day of October 2023, by President Schreck.

- ROLL CALL: Secretary Pro Tem Gass 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.
- APPROVAL OF AGENDA: TRUSTEE DUROT MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE SMITH 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 SCHRECK PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. September 11, 2023 Board Meeting Minutes
 - ii. September 11, 2023 Audit & Finance, Building & Grounds, Executive, and Friends Committee Meeting Minutes
- PRESENTATION OF BILLS: October disbursements were presented in the amount of \$187,036.18. September payroll was \$133,839.38.
- TREASURER'S REPORT: Account balances as of September 30, 2023 were as follows: Old National Bank Account=\$447,672.14; Schwab Investment Account=\$11,486,569.27; Schwab Short Term Account=\$3,767,829.56. Real estate taxes in the amount of \$1,728,393.05 and impact fees from the Village of Lindenhurst in the amount of \$1,000.00 were also received in the month of September.
- TRANSFER: A TRANSFER OF \$320,000 FROM THE SCHWAB ACCOUNT TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR SEPTEMBER AND DISBURSEMENTS FOR OCTOBER.
- APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE SMITH MOVED TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED. TRUSTEE SWAN 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.

Director's Report

Director Jacobsen highlighted the following from his report:

- Pending retirements of two long-term employees, Jean Humphrey (21 years) and Janet Falk (25 years). We wish them all the best in their retirements.
- Submitted the Illinois Public Library Internet Survey request which provides information about current internet speeds and other technology in all Illinois public library buildings.
- Warren-Newport Public Library has joined CCS.

- COMMUNICATIONS: The Communication folder consisted of the following:
- The new “Welcome to Lake Villa District Library” welcome brochure.
 - A thank you note from Little Miss Lindenhurst for the use of space in the library for their pageant practices.
 - A thank you note from an LVDL employee expressing their appreciation for the book tribute for their father who recently passed away.
- UNFINISHED BUSINESS: None.
- NEW BUSINESS:
- Enact Ordinance No. 23-104 – Annual Levy Ordinance (Action)
TRUSTEE DUROT MOVED TO ENACT ANNUAL LEVY ORDINANCE NO. 23-104 – AN ORDINANCE REQUESTING A SUM OF \$5,151,871 TO BE RAISED BY TAXATION AND LEVIED ON ALL TAXABLE PROPERTY IN THE LIBRARY DISTRICT FOR FISCAL YEAR 2024/2025 AS PRESENTED AND DISCUSSED AT THE SEPTEMBER 11, 2023 COMMITTEE MEETING. TRUSTEE GASS 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.
- Enact Ordinance No. 23-105 – Abate General Obligation Bond Tax (Action)
TRUSTEE SMITH MOVED TO ENACT ORDINANCE NO. 23-105 – AN ORDINANCE REQUESTING TO ABATE THE GENERAL OBLIGATION LIBRARY BOND TAX FOR FISCAL YEAR 2024/2025 AS PRESENTED AND DISCUSSED AT THE SEPTEMBER 11, 2023 COMMITTEE MEETING. TRUSTEE BEVERLEY 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.
- Approve Revised Paid Parental Leave Policy (Action)
TRUSTEE BEVERLEY MOVED TO APPROVE THE REVISED PAID PARENTAL LEAVE POLICY AS PRESENTED AND DISCUSSED AT THE SEPTEMBER 11, 2023 COMMITTEE MEETING. TRUSTEE SMITH SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: VILLARREAL.
- Authorize Library Staff to Take All Actions Necessary to Take The Phase 1 Project - Front Entrance and Terraces Improvements – Out to Bid (Action)
TRUSTEE DUROT MOVED TO AUTHORIZE LIBRARY STAFF TO TAKE ALL ACTIONS NECESSARY TO TAKE THE PHASE 1 – FRONT ENTRANCE AND TERRACES IMPROVEMENTS – OUT TO BID. TRUSTEE BEVERLEY 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.
- Approve Library Closing for Staff Development Day (Action)
TRUSTEE SMITH MOVED TO APPROVE CLOSING THE LIBRARY TO THE PUBLIC ON FRIDAY, APRIL 12, 2024 FOR STAFF DEVELOPMENT DAY. TRUSTEE SWAN SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: VILLARREAL.
- PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:37 PM, TRUSTEE GASS MOVED AND TRUSTEE DUROT 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, November 13th, 2023.

Secretary