

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 6:01 PM on the 11th day of December 2023, by President Schreck.

ROLL CALL: Secretary Villarreal called roll. The following Trustees answered present: Joel Beverley, Jennifer Durot, Nate Gass, Paul Schreck, Jarrod Smith, David Swan, and Vanessa Villarreal. Absent: None. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley.

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-7; NAYS-0; ABSENT-0.

PUBLIC COMMENTS: None.

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

APPROVAL OF MINUTES

- i. November 13, 2023 Board Meeting Minutes
- ii. November 13, 2023 Audit & Finance, Building & Grounds, Friends, Executive Committee, and President's Report Meeting Minutes

PRESENTATION OF BILLS: December disbursements were presented in the amount of \$189,020.71. November payroll was \$141,220.44

TREASURER'S REPORT: Account balances as of November 30, 2023 were as follows: Old National Bank Account=\$448,471.74; Schwab Investment Account=\$11,606,701.62; Schwab Short Term Account=\$3,320,545.07. Real estate taxes in the amount of \$266,318.37; miscellaneous income in the amount of \$1,841.55; and impact fees from the Village of Lindenhurst in the amount of \$400.00 were also received in the month of November.

TRANSFER: A TRANSFER OF \$330,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR NOVEMBER AND DISBURSEMENTS FOR DECEMBER.

APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE VILLARREAL 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-7: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, SWAN, AND VILLARREAL; NAYS-0; ABSENT-0.

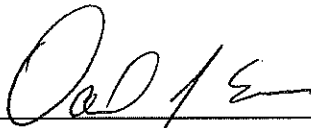
Director's Report

Director Jacobsen highlighted the following from his report:

- Dinovember, including the display of "Norm" a T-rex skull, was a big success. Many positive compliments were received.
- November stats including library visits and library computer usage.
- Talking points from the ILA North Suburban Legislative Meet-Up event.

- COMMUNICATIONS: The Communication folder consisted of the following:
- A holiday card and cookies for staff received from Miss, Jr. Miss, Little Miss Lindenhurst, and the Lindenhurst Pageant Directors to once again thank LVDL for the continued support of the pageant.
- UNFINISHED BUSINESS: None.
- NEW BUSINESS: Approve Revised Personnel Policy Manual (Action)
TRUSTEE BEVERLEY MOVED TO APPROVE THE REVISED PERSONNEL POLICY MANUAL AS PRESENTED AND DISCUSSED AT THE NOVEMBER 13, 2023 COMMITTEE MEETING. TRUSTEE DUROT SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.
- Semi-Annual Review of Executive Session Minutes (Action)
President Schreck reported that there are currently no Executive Session minutes being released. TRUSTEE SMITH MOVED TO DESTROY RELEASED CLOSED SESSION AUDIO RECORDINGS PRIOR TO JULY 2022. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, SWAN, AND VILLARREAL; NAYS-0; ABSENT-0.
- Approve to Accept Bid to Carry Out Construction of Phase 1 (Action)
TRUSTEE DUROT MOVED TO APPROVE ACCEPTING THE BID TO CARRY OUT CONSTRUCTION ON PHASE 1: FRONT ENTRANCES AND TERRACES FOR AN AMOUNT NOT TO EXCEED \$180,862. TRUSTEE BEVERLEY SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, SWAN, AND VILLARREAL; NAYS-0; ABSENT-0.
- Potential Dissolution of the Friends of Lake Villa District Library
The board discussed the potential dissolution of the Friends of the Library.
- PUBLIC COMMENTS: None.
- ADJOURNMENT: There being no further business, at 6:46 PM, TRUSTEE SMITH MOVED AND TRUSTEE VILLARREAL SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

The next regular Board Meeting is scheduled for 6:00 PM, January 15th, 2024.


Secretary Pro Tem Swan