

MINUTES July 14, 2025

REGULAR MEETING NO. 1

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 14th day of July 2025, by Secretary Swan.

- ROLL CALL:** Secretary Swan called roll. The following Trustees answered present: Joel Beverley, Jennifer Durot, Denise Ruby, Jarrod Smith, and David Swan. Absent: Nate Gass and Paul Schreck. Also present: Director Mikael Jacobsen. Guests: Dan Eallonardo, Independent Construction Services representative.
- ELECTION OF PRESIDENT PRO TEM:** TRUSTEE SMITH MOVED TO ELECT TRUSTEE BEVERLEY AS PRESIDENT PRO TEM DUE TO THE ABSENCE OF BOARD PRESIDENT SCHRECK AND VICE PRESIDENT GASS. TRUSTEE DUROT SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED: AYES-5; NAYS-0; ABSENT-2: GASS AND SCHRECK.
- APPROVAL OF AGENDA:** TRUSTEE SMITH MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE SWAN SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: GASS AND SCHRECK.
- PUBLIC COMMENTS:** None.
- APPROVAL OF CHANGE ORDER #3:** TRUSTEE DUROT MOVED TO TABLE THE MOTION FOR THE APPROVAL OF CHANGE ORDER #3 FOR CHANGES TO THE SOUTH DETENTION POND. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: GASS AND SCHRECK.
- PROGRESS REPORT OF PHASE II:** Dan Eallonardo, Independent Construction Services representative, provided the board with a progress report on Phase II of the outdoor space plan. He gave an overview of the following reports: status report; contingency summary; contract and change order summary; and issues log.
- CONSENT AGENDA ITEMS:** PRESIDENT PRO TEM BEVERLEY PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES:**
- i. June 9, 2025 Board Meeting Minutes
 - ii. June 9, 2025 Audit & Finance, Building & Grounds, Executive, and Foundation, Meeting Minutes
- PRESENTATION OF BILLS:** July disbursements were presented in the amount of \$634,580.75. June payroll was \$150,722.44.
- TREASURER'S REPORT:** Account balances as of June 30, 2025 were as follows: Old National Bank Account=\$400,779.61 Schwab Investment Account=\$13,549,905.14; Schwab Short Term Account=\$2,873,951.95. Real estate taxes in the amount of \$2,409,704.89 were received in the month of June.

TRANSFER: A TRANSFER OF \$785,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR JUNE AND DISBURSEMENTS FOR JULY.

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

Director's Report

Director Jacobsen highlighted the following from his report:

- Review of annual stats for FY25 including: gate count, circulation, printing services, reference desk transactions, notarizations, public computer usage, program attendance, and outreach efforts.

COMMUNICATIONS: The Communication folder consisted of the following:

- A letter from the Illinois Secretary of State office awarding LVDL the Public Library Per Capita Grant in the amount of \$58,718.28.
- An article entitled "Summer Reading Program See's Record Participation," published in the *Lake County Journal*.
- An article entitled "Kristen Neveu's Artwork on Exhibit at Lake Villa District Library," published in the *Lake County Journal*.
- Local artist Daniel Ziembo's obituary. A few pieces of Daniel's artwork are displayed in the library.

UNFINISHED
BUSINESS: None.

NEW BUSINESS: Adopt Annual Maintenance Ordinance #25-101 (Action)
TRUSTEE DUROT MOVED TO ADOPT ANNUAL MAINTENANCE ORDINANCE #25-101 – AN ORDINANCE AUTHORIZING THE LEVY OF AN ADDITIONAL TAX FOR THE MAINTENANCE, REPAIRS AND ALTERATIONS OF THE LIBRARY BUILDING AND EQUIPMENT AS PRESENTED AND DISCUSSED AT THE JUNE 9, 2025 COMMITTEE MEETING. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: BEVERLEY, DUROT, RUBY, SMITH, AND SWAN; NAYS-0; ABSENT-2: GASS AND SCHRECK.

Adopt Tentative Budget & Appropriation Ordinance #25-102 (Action)
TRUSTEE SMITH MOVED TO APPROVE THE TENTATIVE BUDGET & APPROPRIATION ORDINANCE #25-102 – AN ORDINANCE TO SET FORTH THE AMOUNT OF FUNDS TO BE BUDGETED AND APPROPRIATED TO DEFRAY THE EXPENSES AND LIABILITIES OF THE LIBRARY DISTRICT AS PRESENTED AND DISCUSSED AT THE JUNE 9, 2025 COMMITTEE MEETING. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: BEVERLEY, DUROT, RUBY, SMITH, AND SWAN; NAYS-0; ABSENT-2: GASS AND SCHRECK.

Review of FY25 Unaudited Final Working Budget Expenditures Report

Director Jacobsen provided the board with an overview of the FY25 unaudited final working budget expenditures report.

Approve Intergovernmental Agreement (Action)

TRUSTEE SMITH MOVED TO APPROVE THE RENEWAL OF THE INTERGOVERNMENTAL AGREEMENT WITH MILLBURN SCHOOL DISTRICT #24 TO PROVIDE LIBRARY SERVICES TO TEACHERS AND STAFF THROUGH SEPTEMBER 2030. TRUSTEE BEVERLEY SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: GASS AND SCHRECK.

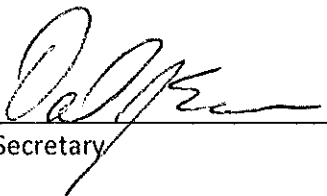
Approve Intergovernmental Agreement (Action)

TRUSTEE DUROT MOVED TO APPROVE THE RENEWAL OF THE INTERGOVERNMENTAL AGREEMENT WITH ANTIOCH SCHOOL DISTRICT #34 TO PROVIDE LIBRARY SERVICES TO TEACHERS AND STAFF THROUGH SEPTEMBER 2030. TRUSTEE SWAN SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: GASS AND SCHRECK.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 7:03 PM, TRUSTEE SMITH MOVED AND TRUSTEE RUBY SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: GASS AND SCHRECK .

The next regular Board Meeting is scheduled for 6:00 PM, on August 11th, 2025.


Secretary