

MINUTES June 9, 2025

REGULAR MEETING NO. 12

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 9th day of June 2025, by President Schreck.

- ROLL CALL:** Secretary Swan called roll. The following Trustees answered present: Jennifer Durot, Nate Gass, Denise Ruby, Paul Schreck, Jarrod Smith and David Swan. Absent: Joel Beverley. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Dan Eallonardo, Independent Construction Services representative, Kelly Ewalt, Adult Services Collection Development Librarian and Elisa Gueffier, Head of Youth Services.
- APPROVAL OF AGENDA:** TRUSTEE DUROT MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: BEVERLEY.
- PUBLIC COMMENTS:** None.
- APPROVAL OF CHANGE ORDER #1:** TRUSTEE SMITH MOVED TO APPROVE CHANGE ORDER #1 IN THE AMOUNT OF \$25,465.53 TO REIMBURSE BOLLER CONSTRUCTION FOR THE VILLAGE OF LINDENHUSRT PERMIT FEES. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: DUROT, GASS, RUBY, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-1: BEVERLEY.
- APPROVAL OF CHANGE ORDER #2:** TRUSTEE SMITH MOVED TO APPROVE CHANGE ORDER #2 IN THE AMOUNT OF \$5,408 FOR THE REMOVAL OF ADDITIONAL TREES WEST OF THE HOBBIT HOUSE AREA. TRUSTEE SWAN SECONDED THE MOTION.
- TRUSTEE BEVERLEY ARRIVED AT 6:10 PM
- UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED, AYES-7: BEVERLEY, DUROT, GASS, RUBY, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-0.
- 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. Dan intends to attend the monthly board meetings to provide updates on the status of the project.
- PRESENTATION:** Kelly Ewalt, Adult Services Collection Development Librarian and Elisa Gueffier, Head of Youth Services, presented the board with an inside look of the library's physical collection and circulation trends since 2020.
- CONSENT AGENDA ITEMS:** PRESIDENT SCHRECK PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.

APPROVAL OF MINUTES:	<ol style="list-style-type: none">i. May 19, 2025 Board Meeting Minutesii. May 19, 2025 Audit & Finance, Building & Grounds, Foundation, and President's Report Meeting Minutes
PRESENTATION OF BILLS:	June disbursements were presented in the amount of \$250,791.62. May payroll was \$144,918.27.
TREASURER'S REPORT:	Account balances as of May 31, 2025 were as follows: Old National Bank Account=\$529,752.53 Schwab Investment Account=\$13,479,062.88; Schwab Short Term Account=\$789,282.83. Real estate taxes in the amount of \$335,996.93, replacement property taxes in the amount of \$4,590.03, and the RAILS LLSAP Grant in the amount of \$1,189.84 were also received in the month of May.
TRANSFER:	A TRANSFER OF \$390,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR MAY AND DISBURSEMENTS FOR JUNE.
APPROVAL OF CONSENT AGENDA ITEMS:	TRUSTEE BEVERLEY MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE DUROT SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES- 7: BEVERLEY, DUROT, GASS, RUBY, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-0.
	<u>Director's Report</u> Director Jacobsen highlighted the following from his report: <ul style="list-style-type: none">• The Summer Reading Program "Once Upon A Story" is off to a good start. Registrations are doing extremely well.• Staff Development Day was held on May 2. It was an excellent day of learning and team building and was enjoyed by all staff.
COMMUNICATIONS:	The Communication folder consisted of the following: <ul style="list-style-type: none">• Nothing to report.
UNFINISHED BUSINESS:	None.
NEW BUSINESS:	<u>Approve Working Budget for FY 2025/2026 (Action)</u> TRUSTEE DUROT MOVED TO APPROVE THE WORKING BUDGET FOR FISCAL YEAR 2025/2026 AS PRESENTED AND DISCUSSED MAY 19, 2025 AND APRIL 28, 2025 COMMITTEE MEETINGS. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: BEVERLEY, DUROT, GASS, RUBY, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-0. <u>Approve Proposed Salary Pay Scale for FY 2025/2026 (Action)</u> TRUSTEE SMITH MOVED TO APPROVE THE PROPOSED SALARY PAY SCALE FOR FISCAL YEAR 2025/2026 AS PRESENTED AND DISCUSSED AT THE MAY 19, 2025 AND APRIL 28, 2025 COMMITTEE MEETINGS. TRUSTEE BEVERLEY SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: BEVERLEY, DUROT, GASS, RUBY, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-0.

Approve Non-Resident Fee for FY 2025/2026 (Action)

TRUSTEE SMITH MOVED TO APPROVE THE NON-RESIDENT FEE OF \$393 AS PRESENTED AND DISCUSSED AT THE MAY 19, 2025 COMMITTEE MEETING. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A ROLL VOTE, THE MOTION CARRIED. AYES-7: BEVERLEY, DUROT, GASS, RUBY, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-0.

Approve Board/Committee Meeting Schedule for FY 2025/2026 (Action)

TRUSTEE GASS MOVED TO APPROVE THE FISCAL YEAR 2025/2026 BOARD/COMMITTEE MEETING SCHEDULE AS PRESENTED AND REVIEWED AT THE MAY 19, 2025 COMMITTEE MEETING. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

Trustee Appointment of Secretary's Audit

Trustee Swan and Trustee Ruby volunteered to perform the Secretary's Audit of reviewing the board meeting minutes for fiscal year 2024/2025 after the July Board meeting is held.

Semi-Annual Review of Executive Session Meeting Minutes (Action)

TRUSTEE DUROT MOVED TO RELEASE THE FEBRUARY 10, 2025 EXECUTIVE SESSION MEETING MINUTES AND TO DESTROY ALL EXECUTIVE SESSION AUDIO RECORDINGS RECORDED PRIOR TO DECEMBER 2023. TRUSTEE SWAN SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

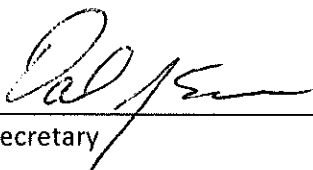
Set Date for Budget & Appropriation Hearing (Action)

TRUSTEE BEVERLEY MOVED TO SET THE MEETING DATE FOR THE BUDGET & APPROPRIATION HEARING FOR AUGUST 25, 2025 AT 6:00 PM. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 7:23 PM, TRUSTEE SMITH MOVED AND TRUSTEE GASS 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, on July 14th, 2025.


Secretary