MINUTES October 13, 2025

REGULAR MEETING NO. 4

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 13th day of October 2025, by President Schreck.

ROLL CALL: Secretary Swan called roll. The following Trustees answered present: Joel Beverley, Jennifer Durot, Nate Gass, Denise Ruby, Jarrod Smith, Paul Schreck, and David Swan. Absent: None. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Seacrest Wealth Management Investment Advisor Lee Nysted.

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-7; NAYS-0; ABSENT-0.

PUBLIC COMMENTS: None.

PRESENTATION: Library Investment Advisor Lee Nysted presented the board with a summary of the library's investment accounts. He reviewed the relationship between the library's debt and investments, noting that if the investments are earning a higher return than the cost of the debt, it is generally more prudent not to pay off the debt early. He also emphasized the importance of planning accordingly for future library capital improvement needs. Overall, the library's investment portfolio remains in a strong position.

PROGESS REPORT OF PHASE II: Director Jacobsen provided the board with a progress report on the status of phase II of the outdoor space plan in Dan Eallonardo's absence. He stated that although the project is progressing, some aspects are taking a bit longer than anticipated.

Director Jacobsen also explained an issue regarding the addition of an ADA operator to the lower level Youth Services Department interior entrance doors. He informed the board that the entire windowed stairwell wall might need to be replaced in order to meet fire rating standards. He asked the board to consider whether they would like to proceed with this plan. After discussion, the board requested that Director Jacobsen explore alternative solutions, such as consulting a fire certification specialist.

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

APPROVAL OF MINUTES:

i. September 8, 2025 Board Meeting Minutes
ii. September 8, 2025 Audit & Finance, Building & Grounds, Executive, and Foundation Committee Meeting Minutes

PRESENTATION OF BILLS: October disbursements were presented in the amount of $250,742.25. September payroll was $228,187.02.

TREASURER'S REPORT: Account balances as of September 30, 2025 were as follows: Old National Bank Account=$429,718.96; Schwab Investment Account=$13,307,377.61; Schwab Short Term Account=$3,303,815.99. Real estate taxes in the amount of $1,814,531.70 were received in the month of September.

TRANSFER: A TRANSFER OF $910,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR SEPTEMBER AND DISBURSEMENTS FOR OCTOBER.

APPROVAL OF MINUTES: TRUSTEE SMITH MOVED TO APPROVE THE SEPTEMBER 8, 2025 BOARD MEETING MINUTES AND THE SEPTEMBER 8, 2025 AUDIT & FINANCE, BUILDING & GROUNDS, EXECUTIVE, AND FOUNDATION COMMITTEE MEETING MINUTES. TRUSTEE SWAN SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSTAIN: 1: DUROT; ABSENT-0.

APPROVAL OF BILLS: TRUSTEE SMITH MOVED TO APPROVE THE BILLS, THE TREASURER'S REPORT, AND THE TRANSFER OF $910,000 AS PRESENTED. TRUSTEE SWAN 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:

- Library staff are in the process of transitioning from Baker & Taylor to Ingram for purchasing library materials due to the recent announcement of the pending closing of Baker & Taylor.
- The CCS Governing Board voted to adopt BiblioCore as the new catalog overlay for member libraries.
- Interview on WGN Radio's *Lisa Dent Show* as part of the *Your Hometown* series.

COMMUNICATIONS: The Communication folder consisted of the following:

- An article entitled "Lake Villa District Library to Host Local Author Fair" published in the *Daily Herald.*

UNFINISHED BUSINESS: None.

NEW BUSINESS: <u>Enact Ordinance No. 25-104 – Annual Levy Ordinance (Action)</u>
TRUSTEE GASS MOVED TO ENACT ANNUAL LEVY ORDINANCE NO. 25-104 – AN ORDINANCE REQUESTING A SUM OF $5,573,900 TO BE RAISED BY TAXATION AND LEVIED ON ALL TAXABLE PROPERTY IN THE LIBRARY DISTRICT FOR FISCAL YEAR 2026/2027 AS PRESENTED AND DISCUSSED AT THE SEPTEMBER 8, 2025 AND AUGUST 11, 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.

Enact Ordinance No. 25-105 – Abate General Obligation Bond Tax (Action)
TRUSTEE SMITH MOVED TO ENACT ORDINANCE NO. 25-105 – AN ORDINANCE REQUESTING TO ABATE THE GENERAL OBLIGATION LIBRARY BOND TAX FOR FISCAL YEAR 2026/2027 AS PRESENTED AND DISCUSSED AT THE SEPTEMBER 8, 2025 COMMITTEE MEETING. 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 Revised Library Card Policy (Action)
TRUSTEE DUROT MOVED TO APPROVE THE REVISED LIBRARY CARD POLICY AS PRESENTED AND DISCUSSED AT THE SEPTEMBER 8, 2025 COMMITTEE MEETING. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

Approve Library Closing for Staff Development Day (Action)
TRUSTEE SWAN MOVED TO APPROVE CLOSING THE LIBRARY TO THE PUBLIC ON FRIDAY, APRIL 17, 2026 FOR STAFF DEVELOPMENT DAY. TRUSTEE BEVERLEY 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 7:15 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 November 10th, 2025.

Secretary