MINUTES September 8, 2025

REGULAR MEETING NO. 3

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 8th day of September 2025, by President Schreck.

ROLL CALL:	Secretary Swan called roll. The following Trustees answered present: Joel Beverley, Nate Gass, Denise Ruby, Jarrod Smith, Paul Schreck, and David Swan. Absent: Jennifer Durot. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Independent Construction Services representative Dan Eallonardo, Adult and Youth Services Program Librarians Claire McCully and Jared Hedges, and Head of Youth Services Elisa Gueffier.
APPROVAL OF AGENDA:	TRUSTEE GASS 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: DUROT.
PUBLIC COMMENTS:	None.
PROGESS REPORT OF PHASE II:	Independent Construction Services representative Dan Eallonardo provided the board with a progress report on the status of phase II of the outdoor space plan. He reported that the completion date has been pushed back to December 15th. Although the project is moving forward and there have been no major issues, some aspects of the project are taking longer than anticipated. Dan also reported on the anticipated change orders and stated he feels confident that we will be in good shape with the contingency budget that is in place.
SUMMER READING PROGRAM PRESENTATION:	Adult and Youth Services Program Librarians Claire McCully and Jared Hedges provided a presentation on the highlights of the 2025 Summer Reading Program. This year's program had the most registrations to date at 4,169, reflecting a 6% increase over last year. They expressed their appreciation to the board for the Foundation's generous donation to the library in support of the program. For the 2026 program, they would like to request that the board consider a similar donation in anticipation of an increase in registrations. A motion for the board to consider approving the donation request will be on the agenda of the Annual Foundation Meeting held in October. The board commended staff for their efforts in making this year's Summer Reading Program an exceptional success.
CONSENT AGENDA ITEMS:	PRESIDENT SCHRECK PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
APPROVAL OF MINUTES:	i. August 11, 2025 Board Meeting Minutes ii. August 11, 2025 Audit & Finance, Building & Grounds, Executive, Foundation, and President's Report Meeting Minutes iii. August 25, 2025 Budget & Appropriation Public Hearing Meeting Minutes

PRESENTATION OF BILLS: September disbursements were presented in the amount of $619,643.32. August payroll was $154,756.98.

TREASURER'S REPORT: Account balances as of August 31, 2025 were as follows: Old National Bank Account=$586,688.28; Schwab Investment Account=$13,166,376.44; Schwab Short Term Account=$2,196,496.38. Real estate taxes in the amount of $98,701.25; replacement property taxes in the amount of $568.57; and the Illinois Per Capita Grant in the amount of $58,718.28 were received in the month of August.

TRANSFER: A TRANSFER OF $715,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR AUGUST AND DISBURSEMENTS FOR SEPTEMBER.

APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE SMITH MOVED TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES- 6: BEVERLEY, GASS, RUBY, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-1: DUROT.

Director's Report

Director Jacobsen highlighted the following from his report:

- The library's participation in the recent LindenFest Parade.
- Recent integration of the Vernon Area Public Library's collection into the Cooperative Computer Services (CCS) catalog.
- A library survey is currently being conducted. A QR code was included in the latest *Connecting* Newsletter. The code links to a brief, one-question survey asking how people hear about library events and programs. The survey will also be available throughout the library in September and shared on social media.

COMMUNICATIONS: The Communication folder consisted of the following:

- Thank you notes from the 2025 Little and Jr. Miss Lindenhurst pageant queens expressing their appreciation to the library for the use of meeting room space for pageant interviews.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Approve Revised Home Delivery Policy (Action)

TRUSTEE SMITH MOVED TO APPROVE THE REVISED HOME DELIVERY POLICY AS PRESENTED AND DISCUSSED AT THE AUGUST 11, 2025 COMMITTEE MEETING WITH ADDITIONAL AMENDMENTS THAT WERE MADE TO THE POLICY BY THE BOARD. TRUSTEE SWAN SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: DUROT.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:59 PM, TRUSTEE GASS MOVED AND TRUSTEE BEVERLEY SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: DUROT.

The next regular Board Meeting is scheduled for 6:00 PM, on October 13th, 2025.

Secretary