

MINUTES January 12, 2026

REGULAR MEETING NO. 7

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 12th day of January 2026, by President Schreck.

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

APPROVAL OF AGENDA: TRUSTEE DUROT MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: BEVERLEY AND SMITH.

PUBLIC COMMENTS: None.

PROGRESS OF PHASE II: Director Jacobsen provided the board with a progress report on Phase II of the outdoor space plan. While progress has slowed due to weather conditions, construction efforts have focused on several key areas. Work on the vestibule included the installation of siding, carpeting, and drywall, as well as patching, painting, and electrical connections. Additional activities included installing railings along the ADA ramp and pavilion, installing siding on the pavilion, and delivery of the shade structures, which are expected to be installed within the next few weeks. Director Jacobsen also reported that during a recent visit to the arbor structure fabricator, he observed that the project is progressing well.

Boller Construction is currently developing pricing for a potential change order for the board's consideration to convert the Youth Services Department entryway to be ADA accessible. Director Jacobsen noted that even with this possible change order, the project's contingency budget remains in good condition.

Trustee Beverley arrived at 6:09 pm.

APPROVAL OF MINUTES: TRUSTEE BEVERLEY MOVED TO APPROVE THE BOARD MEETING MINUTES OF DECEMBER 8, 2025, AND THE BUILDING AND GROUNDS, EXECUTIVE, FOUNDATION, AND PRESIDENT'S REPORT MEETING MINUTES OF DECEMBER 8, 2025. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-1: SMITH; ABSTAIN-1: SWAN.

PRESENTATION OF BILLS: January disbursements were presented in the amount of \$624,031.45. December payroll was \$150,458.21.

TREASURER'S REPORT: Account balances as of December 31, 2025 were as follows: Old National Bank Account=\$613,628.00; Schwab Investment Account=\$12,183,995.95; Schwab Short Term Account=\$2,151,389.37. Real estate taxes in the amount of \$46.90; replacement property tax in the amount of \$2,714.07; impact fees from the Village of Lindenhurst in the amount of \$2,000.00; impact fees from the Village of Grayslake in the amount of \$174.00; and the Village of Lake Villa Park Ave. TIF in the amount of \$879.12 were received in the month of December.

TRANSFER: A TRANSFER OF \$770,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR DECEMBER AND DISBURSEMENTS FOR JANUARY.

APPROVAL OF TRUSTEE GASS MOVED TO APPROVE THE BILLS, TREASURER'S REPORT, AND THE BILLS, TREASURER'S TRANSFER OF \$770,000 AS PRESENTED. TRUSTEE SWAN SECONDED THE MOTION. REPORT, AND UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: BEVERLEY, TRANSFER: DUROT, GASS, RUBY, SCHRECK, AND SWAN. NAYS-0; ABSENT-1: SMITH.

Trustee Swan inquired about potentially revising the Treasurer's Report. After discussion to clarify his request, it was determined that revising the six-month review of the working budget would be more appropriate. The revision would include a comparison of the previous fiscal year's budgeted amounts versus actual expenditures. Director Jacobsen will revise the report and review it with Trustee Swan to determine whether the additional information would be beneficial to the Board. This report would be reviewed during the Audit & Finance Committee meetings.

Director's Report

Director Jacobsen highlighted the following from his report:

- A snapshot of library visitor stats for 2025 representing a 1.8% increase over last year.
- The library will be partnering with the Village of Lindenhurst to host an America250 celebration at the library on July 1, 2026. The library also plans to host multiple programs each newsletter cycle highlighting U.S. history.
- A review of employment and circulation stats.
- Engagement of an Instagram Reel – highest engagement reel ever.

COMMUNICATIONS: The Communication folder consisted of the following:

- An announcement entitled "Lake Villa Library Survey," published in the *Daily Herald*.
- An announcement entitled "Lake Villa District Library Launches Community Survey," published in the *Lake County Journal*.

UNFINISHED BUSINESS: None.

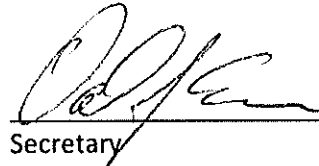
NEW BUSINESS: Approve Amended Ordinance #26-101 (Action)
TRUSTEE DUROT MOVED TO APPROVE AMENDED ORDINANCE #26-101 – SPECIAL RESERVE FUND PLAN ORDINANCE – TO REVISE THE ORDINANCE TO ENSURE IT EXPLICITLY INCLUDES IMPROVEMENTS TO LIBRARY GROUNDS OR OTHER FUTURE CAPITAL NEEDS OF THE LIBRARY AS PRESENTED AND DISCUSSED AT THE DECEMBER 8, 2025 COMMITTEE MEETING. TRUSTEE BEVERLEY SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6: BEVERLEY, DUROT, GASS, RUBY, SCHRECK, AND SWAN. NAYS-0; ABSENT-1: SMITH.

PUBLIC COMMENTS: None.

ADJOURNMENT:

There being no further business, at 6:52 PM, TRUSTEE GASS MOVED AND TRUSTEE RUBY SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: SMITH.

The next regular Board Meeting is scheduled for 6:00 PM, on February 9, 2026.


Secretary