

Lake Villa District Library
Board of Trustees
Director's Report
Meeting Minutes

Date: January 12, 2026

Director's Report: (Director Jacobsen)

Attendance:

Present: Trustees Beverley, Durot, Gass, Ruby, Schreck, and Swan
Absent: Trustee Smith
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 6:52 PM

Public Comments: None

Minutes: 6-Month Review of the Library's Strategic Plan Activities – Director Jacobsen presented a summary of progress achieved during the first six months of the fiscal year and highlighted several key activities. He also expressed his appreciation for the dedication and hard work of staff, noting that their efforts have resulted in meaningful accomplishments in support of the library's strategic priorities.

Public Comments: None

Adjourned: 7:05 PM

Motions:

**Lake Villa District Library
Board of Trustees
Audit & Finance Committee
Meeting Minutes**

Date: January 12, 2026

Audit & Finance Committee: (Chair - Trustee Smith)

Attendance:

Present: Trustees Beverley, Durot, Gass, Schreck, Ruby and Swan
Absent: Trustees Smith
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:05 PM

Public Comments: None

Minutes: 6-Month Review of the Library's Working Budget Expenditures - Director Jacobsen provided the board with a review of the library's working budget expenditures for the first six months of FY 2026. Overall, the library is on target with spending in most areas. We anticipate being slightly over budget for employee medical and dental insurance coverage due to a larger than expected increase in the premiums.

Public Comments: None

Adjourned: 7:13 PM

Motions:

**Lake Villa District Library
Board of Trustees
Building & Grounds Committee
Meeting Minutes**

Date: January 12, 2026

Building & Grounds Committee: (Chair – Trustee Durot)

Attendance:

Present: Trustees Beverley, Durot, Gass, Ruby, Schreck, and Swan
Absent: Trustee Smith
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:13 PM

Public Comments: None

Minutes: Elevator Update – the elevator is now fully operational following replacement of the belts.

Public Comments: None

Adjourned: 7:13 PM

Motions:

**Lake Villa District Library
Board of Trustees
Executive Committee
Meeting Minutes**

Date: January 12, 2026

Executive Committee: (Chair – President Schreck)

Attendance:

Present: Trustees Beverley, Durot, Gass, Ruby, Schreck, and Swan
Absent: Trustee Smith
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:14 PM

Public Comments: None

Minutes: Patron Behavior Policy Revision – A minor revision is suggested to clarify that the library grounds are open during library operating hours and, when the building is closed, from sunrise to sunset.

The board also discussed a possible revision regarding the use of any aircraft over library property to ensure the statement aligns with the Photography and Video Policy. Director Jacobsen will review the policy and revise as needed.

Approval of the revised policy will be on the February board meeting agenda.

Public Comments: None

Adjourned: 7:22 PM

Motions: Approve Revised Patron Behavior Policy

Lake Villa District Library
Board of Trustees
Foundation Committee
Meeting Minutes

Date: January 12, 2026

Attendance:

Present: Trustees Beverley, Durot, Gass, Ruby, Schreck, and Swan
Absent: Trustee Smith
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:22 PM

Public Comments: None

Minutes: Foundation Monthly Financial Reports – The board reviewed the financial report, which included income received, disbursements made, and the account balance for the month of December 2025.

Grapes & Growlers Event – Director Jacobsen reminded the board that the event will be held on Friday, February 20th. Some board members expressed their interest in volunteering to help with the event.

Public Comments: None

Adjourned: 7:26 PM

Motions:

**Lake Villa District Library
Board of Trustees
President's Report
Meeting Minutes**

Date: January 12, 2026

**Executive
Committee:** (Chair – President Schreck)

Attendance:

Present: Trustees Beverley, Durot, Gass, Ruby, Schreck, and Swan
Absent: Trustee Smith
Ex Officio: Jacobsen
Also Present: Binkley
Guests: None

Convened: 7:26 PM

Public Comments: None

Minutes: Library Director Evaluation Reminder – Director Jacobsen reminded the board that the final day to submit an evaluation is Friday, January 16th. The results of the survey will be compiled and shared with Trustees Ruby and Schreck. They will schedule a meeting with Director Jacobsen to discuss the evaluation prior to the February 9th board meeting.

Public Comments: None

Adjourned: 7:27 PM

Motions: