

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 9th day of March 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 Head of Communications Nina Kenney. 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 update on Phase II of the outdoor space plan. He reported that the shade structures and benches have been installed; the chessboard table has been delivered; work continues on the arbor and it will likely be installed by April 1; and the construction trailer and some of the site fencing will be removed later this week.
- Trustee Beverley arrived at 6:07 pm.
- APPROVAL OF MINUTES: TRUSTEE GASS MOVED TO APPROVE THE BOARD MEETING MINUTES OF FEBRUARY 9, 2026, THE EXECUTIVE SESSION MEETING MINUTES OF FEBRUARY 9, 2026, AND THE AUDIT & FINANCE, EXECUTIVE, FOUNDATION, AND PRESIDENT'S REPORT MEETING MINUTES OF FEBRUARY 9, 2026. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: SMITH.
- PRESENTATION OF BILLS: March disbursements were presented in the amount of \$292,862.58. February payroll was \$152,692.73.
- TREASURER'S REPORT: Account balances as of February 28, 2026 were as follows: Old National Bank Account=\$623,197.36; Schwab Investment Account=\$11,939,430.52; Schwab Short Term Account=\$1,419,075.58. Real estate taxes in the amount of \$43.38 were received in the month of February.
- TRANSFER: A TRANSFER OF \$445,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR FEBRUARY AND DISBURSEMENTS FOR MARCH.
- APPROVAL OF BILLS, TREASURER'S REPORT, AND TRANSFER: TRUSTEE DUROT MOVED TO APPROVE THE BILLS, TREASURER'S REPORT, AND THE TRANSFER OF \$445,000 AS PRESENTED. TRUSTEE BEVERLEY SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: BEVERLEY, DUROT, GASS, RUBY, SCHRECK, AND SWAN. NAYS-0; ABSENT-1: SMITH.

Director's Report

Director Jacobsen highlighted the following from his report:

- The Adult Services collection shift to the Fiction and Nonfiction collections is nearly complete. Director Jacobsen commended staff for their efforts in tackling this large project.
- New Illinois Public Library Annual Report (IPLAR) requirement to report the total number of trustee training hours completed each fiscal year.
- Health insurance – the WIN board is in the process of evaluating a potential merger with the Library Insurance Management and Risk Control Combination (LIMRiCC) due to the significant recent increases in health insurance premiums and anticipated increases in the future.

COMMUNICATIONS:

The Communication folder consisted of the following:

- A thank you note from the children of an elementary school that recently visited to tour the library.

UNFINISHED
BUSINESS:

None.

NEW BUSINESS:

Approve Progressive Discipline Policy (Action)

TRUSTEE BEVERLEY MOVED TO APPROVE THE REVISED PROGRESSIVE DISCIPLINE POLICY AS REVIEWED AND DISCUSSED AT THE FEBRUARY 9, 2026 COMMITTEE MEETING. TRUSTEE RUBY 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.

PRESENTATION:

Head of Communications Nina Kenney presented on the progress made toward expanding the *Connecting Newsletter* from 8 pages to 12 pages. She explained that the change follows extensive research and thoughtful planning. Staff believe the expansion will enhance clarity, highlight more of the library's work, and better support our community's awareness of service and opportunities.

PUBLIC COMMENTS:

None.

ADJOURNMENT:

There being no further business, at 6:44 PM, TRUSTEE DUROT MOVED AND TRUSTEE GASS 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 April 13, 2026.

Secretary