

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 6:30 PM on the 9th day of November 2020, by President Gundrum.

Note, due to two board members participating via phone, all votes taken were by a roll call vote.

- ROLL CALL: Secretary Rettinger called roll. The following Trustees answered present: Pat Gallagher, Tony Gundrum, Doug Nieman, Felicia Case Johnson, Barbara Venturi, and Kathleen Rettinger. Absent: Terry O'Brien. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Lauterbach & Amen representative Michael Del Valle.
- APPROVAL OF AGENDA: TRUSTEE NIEMAN MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: O'BRIEN.
- AUDIT PRESENTATION: Lauterbach & Amen representative Michael Del Valle provided the Board with a high level overview of the 2020 Annual Financial Report. He reported that no significant control deficiencies were identified. He also expressed his appreciation to the staff involved in the audit process and thanked them for their cooperation and assistance in conducting the audit.
- PUBLIC COMMENTS: None.
- CONSENT AGENDA ITEMS: PRESIDENT GUNDRUM PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. October 12, 2020 Board Meeting Minutes
 - ii. October 12, 2020 Audit & Finance, Building & Grounds, and President's Report Meeting Minutes
- PRESENTATION OF BILLS: November disbursements were presented in the amount of \$415,953.35. October payroll was \$114,385.88.
- TREASURER'S REPORT: Account balances as of October 31, 2020 were as follows: First Midwest Bank Account=\$438,876.08; Schwab Investment Account=\$8,379,692.37; Schwab Short Term Account=\$5,154,587.21. Real estate taxes in the amount of \$519,939.47, replacement property taxes in the amount of \$2,017.58, and impact fees from the in the amount of \$200 were also received from the Village of Lindenhurst in October.
- TRANSFER: A TRANSFER OF \$525,000 FROM THE SCHWAB ACCOUNT TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR OCTOBER AND DISBURSEMENTS FOR NOVEMBER.

APPROVAL OF
CONSENT AGENDA
ITEMS:

TRUSTEE NIEMAN MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: O'BRIEN.

COMMITTEE
REPORTS:

Executive Committee - President's Report – President Gundrum
Nothing to report.

Audit & Finance – Trustee Venturi
Nothing to report.

Building & Grounds -Trustee Gallagher
Director Jacobsen reported that a design for the ADA compliant walkway has been selected. We anticipate receiving proposals to construct the walkway in January or February and work should begin on it in March or April 2021.

Friends – Trustee Gundrum
Nothing to report.

Director's Report
Director Jacobsen highlighted items contained in his monthly report which included:

- A recap of the virtual Illinois Library Association Conference that he recently attended.
- An update on the library closure for the November 3rd election.
- Leadership team recently completed reading and discussing the updated "Servicing Our Public 4.0: Standards for Illinois Public Libraries," which is a requirement of the annual Per Capital Grant.

COMMUNICATIONS:

The Communication folder consisted of:
Nothing to report.

UNFINISHED
BUSINESS:

None.

NEW BUSINESS:

Approve Fiscal Year 2019-2020 Annual Report and Audit (Action)
TRUSTEE NIEMAN MOVED TO APPROVE FISCAL YEAR 2019-2020 ANNUAL REPORT AND AUDIT AS PRESENTED. TRUSTEE GALLAGHER SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: O'BRIEN.

Approve Annual Statement of Receipts and Disbursements (Action)
TRUSTEE GALLAGHER MOVED TO APPROVE THE ANNUAL STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR JULY 1, 2019 – JUNE 30, 2020. TRUSTEE NIEMAN SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: O'BRIEN.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:59 PM, TRUSTEE NIEMAN MOVED AND TRUSTEE VENTURI SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: CASE JOHNSON, GALLAGHER, GUNDRUM, NIEMAN, RETTINGER, AND VENTURI; NAYS-0; ABSENT-1: O'BRIEN.

The next regular Board Meeting is scheduled for 6:30 PM, December 14, 2020.

Secretary