

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 6:00 PM on the 10th day of January 2022, by President Nieman.

- ROLL CALL: Secretary Rettinger called roll. The following Trustees answered present: Pat Gallagher, Doug Nieman, Kathleen Rettinger, Paul Schreck, Jarrod Smith, and Barbara Venturi. Absent: Vanessa Villarreal. Also present: Director Mikael Jacobsen, Administrative Services Manager Julie Binkley, and Head of Communications Nina Kenney. Guests: None.
- APPROVAL OF AGENDA: TRUSTEE GALLAGHER MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: VILLARREAL.
- PUBLIC COMMENTS: None.
- CONSENT AGENDA ITEMS: PRESIDENT NIEMAN PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. December 13, 2021 Board Meeting Minutes
 - ii. December 13, 2021 Building & Grounds, Executive Committee and President's Report Meeting Minutes
- PRESENTATION OF BILLS: January disbursements were presented in the amount of \$175,731.81. December payroll was \$114,756.52.
- TREASURER'S REPORT: Account balances as of December 31, 2021 were as follows: First Midwest Bank Account=\$615,127.91; Schwab Investment Account=\$10,826,333.08; Schwab Short Term Account=\$3,237,533.87. Real estate taxes in the amount of \$19,083.69, replacement property taxes in the amount of \$1,361.18, and impact fees from the Village of Lindenhurst in the amount of \$600 were also received in December.
- TRANSFER: A TRANSFER OF \$290,000 FROM THE SCHWAB ACCOUNTS TO THE FIRST MIDWEST BANK ACCOUNT TO COVER SALARIES FOR DECEMBER AND DISBURSEMENTS FOR JANUARY.
- APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE VENTURI MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE SMITH SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: GALLAGHER, NIEMAN, RETTINGER, SCHRECK, SMITH, AND VENTURI; NAYS-0; ABSENT-1: VILLARREAL.
- COMMITTEE REPORTS: Executive Committee - President's Report – President Nieman
Nothing to report.

Audit & Finance – Trustee Smith

Director Jacobsen and Trustee Smith provided the board with a 6-month review of the library's working budget expenditures.

Building & Grounds -Trustee Gallagher

Nothing to report.

Friends

Nothing to report.

Director's Report

Director Jacobsen provided the board with a 6-month review of the library's strategic plan activities. He is extremely proud of the progress being made on activities selected by staff and the strides taken toward LVDL's strategic goals as defined in the strategic plan.

COMMUNICATIONS: The Communication folder consisted of the following articles published in the *Daily Herald*:

- "Lake Villa Library Making Plans for Outdoor Space."
- "Friends of Lake Villa District Library Offer Scholarships."
- "Libraries Halt Programs Because of COVID-19 Surge."

UNFINISHED BUSINESS: None.

NEW BUSINESS: Adopt Lobby Table Policy (Action)
TRUSTEE SHRECK MOVED TO ADOPT THE LOBBY TABLE POLICY AS PRESENTED AND DISCUSSED AT THE DECEMBER 13, 2021 EXECUTIVE COMMITTEE MEETING. TRUSTEE RETTINGER SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: VILLARREAL.

Adopt Compensation Policy and Philosophy (Action)
TRUSTEE SMITH MOVED TO ADOPT THE COMPENSATION POLICY AND PHILOSOPHY AS PRESENTED AND DISCUSSED AT THE DECEMBER 13, 2021 EXECUTIVE COMMITTEE MEETING. TRUSTEE SHRECK SECONDED THE MOTION. UPON BEING PUT TO A CALL VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1: VILLARREAL.

Presentation – Communications – Persona Project
Head of Communications Nina Kenney provided the board with an overview of the persona project. She explained the eight personas that were created to represent different library user types. The personas were developed to represent the goals, characteristics, and needs of a larger group of users. The personas will be utilized to help guide library communication efforts and strategies.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:51 PM, TRUSTEE SMITH MOVED AND TRUSTEE VENTURI SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-0; NAYS-0; ABSENT-1: VILLARREAL.

The next regular Board Meeting is scheduled for 6:00 PM, February 14th, 2022.

Secretary