

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 14th day of November 2022, by President Nieman.

- ROLL CALL: Secretary Schreck called roll. The following Trustees answered present: Jennifer Durot, Nate Gass, Doug Nieman, Paul Schreck, and Jarrod Smith. Absent: Barbara Venturi and Vanessa Villarreal. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Lauterbach & Amen representative Brad Porter and Hitchcock Design Group representatives Dave Frigo and Anais Placedo.
- APPROVAL OF AGENDA: TRUSTEE GASS MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE SCHRECK SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: VENTURI AND VILLARREAL.
- ROLE OF TRUSTEE OVERVIEW: Director Jacobsen intended to provide a brief overview of the activities of the library, role of trustee, relationship to the staff, explanation of the election process and petitions for nomination. Since no public guests were present at this point in the meeting, it was not necessary to provide the information.
- PUBLIC COMMENTS: None.
- AUDIT PRESENTATION: Lauterbach & Amen representative Brad Porter presented the Board with a high level overview of the 2022 Annual Financial Report and audit. He reported that no significant control deficiencies were identified during the audit. 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.
- Guest: Facility Manager Kevin Knodel and a visitor from the public joined the meeting.
- OUTDOOR SPACE PLAN PRESENTATION: Hitchcock Design Group (HDG) representatives Dave Frigo and Anais Placedo presented the outdoor space plan to the board. The presentation included a review of the site analysis conducted; guiding principles in designing the plan; preliminary concept designs; and the overall master plan as it stands. HDG encouraged the board to provide their feedback regarding the plan and to also consider what details the board would like included in the final plan. A meeting seeking thoughts from the general public is scheduled for November 17th at 6:30pm.
- CONSENT AGENDA ITEMS: PRESIDENT NIEMAN PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. October 10, 2022 Board Meeting Minutes
 - ii. October 10, 2022 Audit & Finance, Building & Grounds, Executive, and President’s Report Committee Meeting Minutes
- PRESENTATION OF BILLS: November disbursements were presented in the amount of \$456,871.70. October payroll was \$129,496.18.

- TREASURER'S REPORT: Account balances as of October 31, 2022 were as follows: Old National Bank Account=\$468,075.33; Schwab Investment Account=\$9,782,822.48; Schwab Short Term Account=\$4,926,710.79. Real estate taxes in the amount of \$398,160.11, replacement property taxes in the amount of \$10,041.72, and impact fees from the Village of Lindenhurst in the amount of \$1,000.00 were also received in October.
- TRANSFER: A TRANSFER OF \$560,000 FROM THE SCHWAB ACCOUNT TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR OCTOBER AND DISBURSEMENTS FOR NOVEMBER.
- APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE SMITH MOVED TO APPROVE THE CONSENT AGENDA ITEMS. TRUSTEE DUROT SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: DUROT, GASS, NIEMAN, SCHRECK, AND SMITH; NAYS-0; ABSENT-2: VENTURI AND VILLARREAL.
- COMMITTEE REPORTS: Friends
Director Jacobsen reported that the Friends of the Library conducted a "Thank-A-Vet" book sale on Saturday, November 12th. It is estimated that approximately \$500 was earned from the sale.
- Director's Report
Director Jacobsen highlighted the following from his report:
- A focus on the library's streaming apps - hoopla, kanopy and freegal is underway with hopes to increase awareness and usage by patrons.
- COMMUNICATIONS: The Communication folder consisted of the following:
- A thank you letter from 5 Purple Oranges expressing their appreciation for the donation to their organization from the library Foundation.
 - An article entitled "Community Invited to Library's Outdoor Space Plan Meeting," published in the *Lake County Journal*.
- UNFINISHED BUSINESS: None.
- NEW BUSINESS: Accept Fiscal Year 2021-2022 Annual Financial Report and Audit (Action)
TRUSTEE SMITH MOVED TO APPROVE FISCAL YEAR 2021-2022 ANNUAL FINANCIAL REPORT AND AUDIT AS PRESENTED. TRUSTEE DUROT SECONDED THE MOTION. The board acknowledged the efforts of staff and congratulated them for the successful completion of the audit. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: DUROT, GASS, NIEMAN, SCHRECK, AND SMITH; NAYS-0; ABSENT-2: VENTURI AND VILLARREAL.
- Approve Annual Statement of Receipts and Disbursements (Action)
TRUSTEE SMITH MOVED TO APPROVE THE ANNUAL STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR JULY 1, 2021 – JUNE 30, 2022. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: DUROT, GASS, NIEMAN, SCHRECK, AND SMITH; NAYS-0; ABSENT-2: VENTURI AND VILLARREAL.

Approve Revised Social Media Policy (Action)

TRUSTEE DUROT MOVED TO APPROVE THE REVISED SOCIAL MEDIA POLICY AS PRESENTED AND DISCUSSED AT THE OCTOBER 10, 2022 COMMITTEE MEETING. TRUSTEE SCHRECK SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES- 5; NAYS-0; ABSENT-2: VENTURI AND VILLARREAL.

Authorize to Execute Certification Pursuant to 35 ILCS 200/18-190.7 (Action)

TRUSTEE SMITH MOVED TO AUTHORIZE THE LIBRARY BOARD PRESIDENT TO EXECUTE AND SUBMIT A CERTIFICATION TO THE LAKE COUNTY CLERK PURSUANT TO 35 ILCS 200/18-190.7 RELATING TO THE RECAPTURE OF LEVY AMOUNTS IN FUTURE YEARS. TRUSTEE SCHRECK SECONDED THE MOTION. Director Jacobsen provided an explanation of the process and the board discussed. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: DUROT, GASS, NIEMAN, SCHRECK, AND SMITH; NAYS-0; ABSENT-2: VENTURI AND VILLARREAL.

PUBLIC COMMENTS: Immediately following the vote to Authorize to Execute Certification Pursuant to 35 ILCS 200/18-190.7, Trustee Smith requested a motion for the board to reconsider the previous decision.

Reconsideration of Vote to Execute Certification Pursuant to 35 ILCS 200/18-190.7 (Action)

TRUSTEE SMITH MOVED FOR A RECONSIDERATION OF THE VOTE TO AUTHORIZE THE LIBRARY BOARD PRESIDENT TO EXECUTE AND SUBMIT A CERTIFICATION TO THE LAKE COUNTY CLERK PURSUANT TO 35 ILCS 200/18-190.7 RELATING TO THE RECAPTURE OF LEVY AMOUNTS IN FUTURE YEARS. TRUSTEE NIEMAN SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: DUROT, GASS, NIEMAN, SCHRECK, AND SMITH; NAYS-0; ABSENT-2: VENTURI, AND VILLARREAL.

The board engaged in a more thorough discussion regarding the intricacies of the authorization to execute and submit a certification pursuant to 35 ILCS 200/18-190.7. After further discussion, the board deemed it necessary to proceed with re-voting.

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ADJOURNMENT: There being no further business, at 8:10 PM, TRUSTEE SMITH MOVED AND TRUSTEE SCHRECK SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: VENTURI AND VILLARREAL.

The next regular Board Meeting is scheduled for 6:00 PM, December 12th, 2022.