

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 13th day of November 2023, by President Schreck.

- ROLL CALL: Secretary Villarreal called roll. The following Trustees answered present: Joel Beverley, Jennifer Durot, Nate Gass, Paul Schreck, Jarrod Smith, David Swan, and Vanessa Villarreal. Absent: None. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Lauterbach & Amen Representative Jasleen Kaur.
- APPROVAL OF AGENDA: TRUSTEE DUROT MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.
- PUBLIC COMMENTS: None.
- AUDIT PRESENTATION: Lauterbach & Amen representative Jasleen Kaur presented the Board with a high level overview of the 2023 Annual Financial Report and audit. She reported that no significant control deficiencies were identified during the audit. She also expressed appreciation to the staff involved in the audit process and thanked them for their cooperation and assistance in conducting the audit.
- CONSENT AGENDA ITEMS: PRESIDENT SCHRECK PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES
- i. October 9, 2023 Board Meeting Minutes
 - ii. October 9, 2023 Audit & Finance, Building & Grounds, Friends, and President's Report Meeting Minutes
- PRESENTATION OF BILLS: November disbursements were presented in the amount of \$518,840.69. October payroll was \$207,331.17.
- TREASURER'S REPORT: Account balances as of October 31, 2023 were as follows: Old National Bank Account=\$354,037.96; Schwab Investment Account=\$11,482,438.78; Schwab Short Term Account=\$3,742,822.55. Real estate taxes in the amount of \$279,122.43; replacement property taxes in the amount of \$6,206.95; miscellaneous income from Lake Villa Park Ave TIF of \$715.48; and impact fees from the Village of Lindenhurst in the amount of \$200.00 were also received in the month of October.
- TRANSFER: A TRANSFER OF \$720,000 FROM THE SCHWAB ACCOUNTS 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 AS PRESENTED. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, SWAN, AND VILLARREAL; NAYS-0; ABSENT-0.

Director's Report

Director Jacobsen highlighted the following from his report:

- There was about a 15.5% increase in visitors to the library from the same 4-month period last fiscal year.
- The exhibit "A Picture is Worth 1000 Words: Sports Photography of Walter Payton" was a success with approximately 700 patrons visiting the exhibition.

COMMUNICATIONS:

The Communication folder consisted of the following:

- A thank you note from the Lindenfest Committee expressing their appreciation to LVDL for the support and partnership in the success of hometown celebration.
- A thank you letter from the Village of Lindenhurst Golf Committee expressing their appreciation to LVDL for supporting the Annual Village of Lindenhurst Charitable Golf Invitational.
- A thank you note from Miss and Jr. Miss Lindenhurst expressing their appreciation to LVDL for use of library space for pageant practices.
- A SEDOL newsletter expressing appreciation to LVDL for the use of space at the library to conduct a learning activity for district administrators from SEDOL.
- An announcement published in the *Lake County Journal* regarding bid packets available to interested contractors for the first phase of the LVDL Outdoor Space Plan.

UNFINISHED
BUSINESS:

None.

NEW BUSINESS:

Accept Fiscal Year 2022-2023 Annual Financial Report and Audit (Action)

TRUSTEE SMITH MOVED TO ACCEPT FISCAL YEAR 2022-2023 ANNUAL FINANCIAL REPORT AND AUDIT AS PRESENTED. TRUSTEE VILLARREAL SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, SWAN, AND VILLARREAL; NAYS-0; ABSENT-0.

Approve Annual Statement of Receipts and Disbursements (Action)

TRUSTEE SMITH MOVED TO APPROVE THE ANNUAL STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR JULY 1, 2022 – JUNE 30, 2023. TRUSTEE BEVERLEY SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-7: BEVERLEY, DUROT, GASS, SCHRECK, SMITH, SWAN, AND VILLARREAL; NAYS-0; ABSENT-0.

PUBLIC COMMENTS:

None.

ADJOURNMENT:

There being no further business, at 6:29 PM, TRUSTEE VILLARREAL MOVED AND TRUSTEE GASS SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-7; NAYS-0; ABSENT-0.

The next regular Board Meeting is scheduled for 6:00 PM, December 11th, 2023.