

Lake Villa District Library  
Board of Trustees  
Director's Report  
**Meeting Minutes**

**Date:** August 12, 2024

**Director's Report:** (Director Jacobsen)

**Attendance:**

**Present:** Trustees Beverley, Durot, Gass, Schreck, Swan, and Villarreal  
**Absent:** Smith  
**Ex Officio:** Jacobsen  
**Also Present:** Binkley  
**Guests:** None

**Convened:** 7:16 PM

**Public Comments:** None

**Minutes:** Illinois Public Library Annual Report (IPLAR) - Director Jacobsen provided the board with a brief review of the completed report that was submitted to the Illinois State Library. The reports are eventually submitted to the Institute for Museums and Libraries to provide data on nationwide library usage trends.

Grand Ave. Streetscape and Design Guidelines Committee - Director Jacobsen reported that he accepted an invitation by the Village of Lindenhurst to help guide the potential future look of the Grand Ave. corridor. He shared that the Village explained that "the purpose of the project is to evaluate and visualize development opportunities for the Grand Ave. corridor in Lindenhurst. The outcome of this initiative would be streetscape concepts and private development scenarios intended to reflect the Village's vision for the future of Grand Ave."

**Public Comments:** None

**Adjourned:** 7:20 PM

**Motions:**

Lake Villa District Library  
Board of Trustees  
Audit & Finance Committee  
**Meeting Minutes**

**Date:** August 12, 2024

**Audit & Finance Committee:** (Chairman - Trustee Smith)

**Attendance:**

**Present:** Trustees Beverley, Durot, Gass, Schreck, Swan, and Villarreal  
**Absent:** Smith  
**Ex Officio:** Jacobsen  
**Also Present:** Binkley  
**Guests:** None

**Convened:** 7:20 PM

**Public Comments:** None

**Minutes:** Investment Reports – Director Jacobsen provided an overview of the fixed income quarterly investment reports provided by the library’s investment advisor.

Upcoming Fiscal Year 25/26 Annual Levy Discussion – Director Jacobsen provided a draft of the levy for the board to consider. He explained the recommendation of the board to consider requesting \$5,362,800, which reflects a 4.09% increase. The increased revenue would be allocated to salaries, benefits, programming, collection development, property insurance and other inflation-related budgetary needs. Some funds will also be moved to the Special Reserve account for building improvements. The committee will review the levy again in September and potentially approve in October.

**Public Comments:** None

**Adjourned:** 7:31 PM

**Motions:**

Lake Villa District Library  
Board of Trustees  
Building & Grounds Committee  
Meeting Minutes

**Date:** August 12, 2024

**Building & Grounds Committee:** (Chairman – Trustee Durot)

**Attendance:**

Present: Trustees Beverley, Durot, Gass, Schreck, Swan, and Villarreal  
Absent: Smith  
Ex Officio: Jacobsen  
Also Present: Binkley  
Guests: None

**Convened:** 7:31 PM

**Public Comments:** None

**Minutes:** Outdoor Improvements Phase I Update - updated was provided during the board meeting.

Village of Lindenhurst Permits and Plan Update – The Village Planning Commission Meeting was held on Wednesday, August 7<sup>th</sup> and the plans were approved. The next step is to obtain Village Board approval. The Village Board Meeting is scheduled for August 12<sup>th</sup>. We anticipate the plans being approved.

Young Adult Shelving - Additional shelving is needed to support the graphic novels collection.

**Public Comments:** None

**Adjourned:** 7:36 PM

**Motions:**

Lake Villa District Library  
Board of Trustees  
Executive Committee  
**Meeting Minutes**

**Date:** August 12, 2024

**Executive Committee:** (Chairman – President Schreck)

**Attendance:**

**Present:** Trustees Beverley, Durot, Gass, Schreck, Swan, and Villarreal  
**Absent:** Smith  
**Ex Officio:** Jacobsen  
**Also Present:** Binkley  
**Guests:** None

**Convened:** 7:36 PM

**Public Comments:** None

**Minutes:** The following policies were scheduled for review. No revisions were made to the policies:

- Election of Trustees Policy
- Records Retention Policy
- Whistleblower Policy

**Public Comments:** None

**Adjourned:** 7:37 PM

**Motions:**

Lake Villa District Library  
Board of Trustees  
Foundation Committee  
**Meeting Minutes**

**Date:** August 12, 2024

**Attendance:**

**Present:** Trustees Beverley, Durot, Gass, Schreck, Swan, and Villarreal  
**Absent:** Smith  
**Ex Officio:** Jacobsen  
**Also Present:** Binkley  
**Guests:** None

**Convened:** 7:37 PM

**Public Comments:** None

**Minutes:**

Foundation Monthly Financial Reports – The board reviewed the financial report, which included income received, disbursements made, and the account balance for the month of July 2024.

YS Program Librarian Jared Hedges and AS Program Librarian Claire McCully will be attending the September board meeting to discuss anticipated budget needs for the board to consider in support of the 2025 Summer Reading Program.

**Public Comments:** None

**Adjourned:** 7:40 PM

**Motions:**

Lake Villa District Library  
Board of Trustees  
President's Report  
**Meeting Minutes**

**Date:** August 12, 2024

**Executive Committee:** (Chairman – President Schreck)

**Attendance:**

**Present:** Trustees Beverley, Durot, Gass, Schreck, Swan, and Villarreal  
**Absent:** Smith  
**Ex Officio:** Jacobsen  
**Also Present:** Binkley  
**Guests:** None

**Convened:** 7:41 PM

**Public Comments:** None

**Minutes:** President Schreck complimented the content of recent social media posts and stated they have been very engaging. Kudos to the Communications Team on their efforts.

**Public Comments:** None

**Adjourned:** 7:43 PM

**Motions:**