

MINUTES September 9, 2024

REGULAR MEETING NO. 3

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 6:01 PM on the 9th day of September 2024, by President Schreck.

- ROLL CALL:** Secretary Pro Tem Swan called roll. The following Trustees answered present: Joel Beverley, Jennifer Durot, Nate Gass, Paul Schreck, and David Swan. Absent: Jarrod Smith and Vanessa Villarreal. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Claire McCully and Jared Hedges, Adult and Youth Service Program Librarians.
- APPROVAL OF AGENDA:** TRUSTEE DUROT MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE GASS SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: SMITH AND VILLARREAL.
- PUBLIC COMMENTS:** None.
- 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 the meeting, it was not necessary to provide the information.
- PRESENTATION:** Adult and Youth Services Program Librarians Claire McCully and Jared Hedges provided a presentation on the highlights of the 2024 Summer Reading Program. With the success of the program, they anticipate an increase in registrations for the 2025 Summer Reading Program. In order to increase the number of prizes as well as the odds of winning a prize, staff are requesting the board consider an increase in the funding provided by the Library Foundation. They recommend a donation of \$10,000 to support the 2025 Summer Reading Program. A motion for the board to consider approving the donation request will be on the agenda of the Annual Foundation Meeting held in October.
- CONSENT AGENDA ITEMS:** PRESIDENT SCHRECK PRESENTED THE CONSENT AGENDA ITEMS AND THE BOARD ADOPTED THE ITEMS.
- APPROVAL OF MINUTES**
- i. August 12, 2024 Board Meeting Minutes
 - ii. August 12, 2024 Audit & Finance, Building & Grounds, Executive, Foundation and President's Report Meeting Minutes
 - iii. August 26, 2024 Budget & Appropriation Public Hearing Meeting Minutes
- PRESENTATION OF BILLS:** September disbursements were presented in the amount of \$181,966.35. August payroll was \$143,536.29.
- TREASURER'S REPORT:** Account balances as of August 31, 2024 were as follows: Old National Bank Account=\$509,446.40; Schwab Investment Account=\$11,969,484.29; Schwab Short Term Account=\$3,080,301.02. Property taxes in the amount of \$120,724.47, replacement property taxes in the amount of \$903.99, and impact fees in the amount of \$7,700.00 from the Village of Lindenhurst were received in the month of August.

TRANSFER: A TRANSFER OF \$315,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR AUGUST AND DISBURSEMENTS FOR SEPTEMBER.

APPROVAL OF CONSENT AGENDA ITEMS: TRUSTEE GASS MOVED TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED. TRUSTEE DUROT SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: BEVERLEY, DUROT, GASS, SCHRECK, AND SWAN; NAYS-0; ABSENT-2: SMITH AND VILLARREAL.

Director's Report

Director Jacobsen highlighted the following from his report:

- A review of reference transactions for fiscal year 2024.
- The promotions of Mande Smogor to Assistant Circulation Manager and Kathy Welsh to Circulation Clerk.
- Participation in the Lindenfest Parade with the theme "You Bee-Long at Lake Villa District Library!"

COMMUNICATIONS: The Communication folder consisted of the following:

- An article entitled "Lake Villa Library's Plan for Outdoor Space Approved," published in *The Daily Herald*.
- A booklet entitled "Illinois Libraries Agencies of Impact: A Data Study," provided by Reaching Across Illinois Library Systems showcasing the impact of libraries throughout Illinois.
- A thank you note from the Lake County Astronomical Society acknowledging a donation made by LVDL.
- A thank you note from the Friends of Volo Bog acknowledging a donation made by LVDL.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further business, at 6:44 PM, TRUSTEE DUROT MOVED AND TRUSTEE GASS SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT-2: SMITH AND VILLARREAL.

The next regular Board Meeting is scheduled for 6:00 PM, October 14th, 2024.



Secretary