

*The Round Lake Area Library is subject to the requirements of the American with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the library at 546-7060 (Voice) or 546-7064 (TDD/TT) promptly to allow the library to make reasonable accommodation. The library is located at 906 Hart Road in Round Lake, IL*

**ROUND LAKE AREA LIBRARY  
BOARD OF TRUSTEES  
BOARD MEETING AGENDA  
REGULAR MEETING  
Meeting Room  
February 25, 2009 – 6:00 p.m.**

All matters on the agenda may be discussed, amended, and acted upon, regardless of placement.

**1. Call to Order:** Acting President, Cathy Warner, called the meeting to order at 6:00 p.m.

**2. Roll Call:**

Sharon Fick	P	Brad Ogilvie	P
Rene Hernandez, Jr.	L	Shari Skorcz	P
Linda Kauffman	P	Cathy Warner	P
Diane Klein	A		

Jim DiDonato, Executive Director P  
Robbyn Allbee, Administrative Manager P

Cathy Warner appointed Shari Skorcz as Secretary Pro Tem

**3. Pledge of Allegiance:** All present recited the Pledge of Allegiance

**4. Approval of Agenda:** Linda Kauffman made a motion to accept the Agenda with the following changes: move Action Items 11a and 11b to the beginning of the agenda, immediately after item 5., Public Introductions and Comments. Shari Skorcz seconded. The following Trustees present voted Aye: Fick, Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.

**5. Public Introductions and Comments**

- Present:
  - Steve Larson, Bond Refinancing, Action Item 11a
  - Chris McClure, Audit Review, Action Item 11b

## 11. Action Items

- a. Approval of ordinance providing for the issuance of General Obligation Refunding Bonds (Alternate Revenue Source), Series 2009: Sharon Fick made a motion to Approve ordinance 02-25-09-BONDREFI, providing for the issuance of General Obligation Refunding Bonds (Alternate Revenue Source), Series 2009. Linda Kauffman seconded. On a roll call vote the following Trustees present voted Aye: Fick, Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.
- b. Approval of FY 2007-2008 Audit: Brad Ogilvie made a motion to Approve the FY 2007 – 2008 Audit as presented. Sharon Fick seconded. On a roll call vote the following Trustees present voted Aye: Fick, Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.

## 6. Approval of Minutes

- a. Regular Board Meeting for January 28, 2009: Linda Kauffman made a motion to approve the January 28, 2009 Minutes as presented. Brad Ogilvie seconded. The following Trustees present voted Aye: Fick, Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.
- b. Executive Session Minutes for January 28, 2009: Tabled to March 25, 2009 Regular Board Meeting.
- c. Special Board Meeting December 3, 2008: Shari Skorcz made a motion to accept the Minutes as presented. Linda Kauffman seconded. The following Trustees present voted Aye: Fick, Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.
- d. Special Board Meeting Executive Session December 3, 2008: Tabled to March 25, 2009 Regular Board Meeting.

## 7. Financial Business

- a. Bookkeeping Report: presented by Brad Ogilvie

- b. Vendor's List - Warrant # 620: Brad Ogilvie made a motion to accept Warrant #620 for \$146,129.12. Shari Skorcz seconded. On a roll call vote the following Trustees present voted Aye: Fick, Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.
- c. Investment Rates: Reviewed by Trustees

8. **Communications**: Trustees were provided with the following documents:

- Copies of planning session minutes from previous years for use at the March 4, 2009 planning session
- Employee Satisfaction Survey results
- Proposal for services from potential attorney of record
- A newspaper article about retiring employee, Georgiana Burns

9. **Library Director's Report**: Jim reviewed the Director's Report as presented. Trustee asked Jim to move ahead with fixing the building's electrical wiring issues. The Village will be consulted for their input and assistance in addressing said issues. Depending on the Village's availability, Jim may also contact a private contractor to conduct an inspection.

## 10. **Discussion Items**

- a. Report from the Technical Services department: Jeff Ahrens gave a Report on Technical Services.
- b. National Library Legislative Day: Jim won a \$500 stipend to attend the National Library Legislative Day in Washington DC. The money is to be used for travel and lodging. Sharon Fick will be in Washington at the same time as the Legislative Day and will also be attending. Trustees agreed the Library will pay airfare, hotel, per diem and all conference costs for Jim and Sharon.
- c. Attorney of Record: The library will continue exploring more cost effective legal representation in selecting an attorney of record.

## 11. **Action Items**

Rene Hernandez, Jr. Arrived at 7:00p.m.

- c. Approval of Director's Contract: Tabled to March 25, 2009 Regular Board Meeting.

- d. Approval of opening an online store to sell library materials: Tabled to March 25, 2009 Regular Board Meeting.
- e. Approval of Banning of Two Patrons: Rene Hernandez, Jr. made a motion to ban two patrons from the library for a period of three years for their role in an incident at the library on February 12, 2009. Shari Skorcz seconded. The following Trustees present voted Aye: Fick, Hernandez, Jr., Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.
- f. Bonding of Trustees: No action was taken; no motion made.
- g. Cancellation of Long Term Disability Insurance: Linda Kauffman made a motion to cancel a non-requisite Long Term Disability Insurance policy. Rene Hernandez, Jr. seconded. On a roll call vote the following Trustees present voted Aye: Fick, Hernandez, Jr., Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.
- h. Response to Employee Satisfaction Survey – Action Plan: Tabled to March 4, 2009 Planning Session.
- i. Approval to Close Library for Staff Training: Shari Skorcz made a motion to close the Library on March 13, 2009 for staff training. Linda Kauffman seconded. The following Trustees present voted Aye: Fick, Hernandez, Jr., Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.

12. **General Good and Welfare**

13. **Executive Session : None**

14. **Adjournment**: Sharon Fick made a motion to adjourn the meeting at 8:17 p.m.. Shari Skorcz seconded. The following Trustees present voted Aye: Fick, Hernandez, Jr., Kauffman, Ogilvie, Skorcz, and Warner. The following Trustee(s) voted Nay: None. The following Trustees abstained: None. Motion passed.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Robbyn Allbee,  
Recording Secretary

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Rene Hernandez, Jr.  
Secretary, Library Board of Trustees