

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
REGULAR BOARD MEETING
MINUTES
Meeting Room
September 27, 2011 – 6:00 p.m.**

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

1. Call to Order

President Linda Kauffman called the meeting to order at 6:00 p.m.

2. Roll Call:

Mandy Hollingsworth	P	Anne Richmond	P
Linda Kauffman	P	Patty Smart	A
Diane Klein	P	Cathy Warner	P
Ron Repa	P		
Jim DiDonato, Executive Director			P
Robbyn Allbee, Administrative Manager			P
John Haliotis, Information Technology Systems Administrator			P

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

4. Approval of Agenda

Anne Richmond made a motion to move “Action Item e: Approve Intergovernmental Agreement with the Village of Round Lake Beach in Redevelopment of Tax Increment Finance District 4,” to follow “5. Public Introductions and Comments.” Diane Klein seconded. All Trustees present, Hollingsworth, Kauffman, Klein, Repa, Richmond, Smart, and Warner, voted Aye. Motion carried.

5. Public Introductions and Comments: The following members of public were present: Jerry Dietz, library attorney of record, Rich Hill, Mayor of Round Lake Beach, Dave Whiteside from C.W. Landscape, and Paul Voit from Paul’s Landscaping, Inc.

Action Item e: Approve Intergovernmental Agreement with the Village of Round Lake Beach in Redevelopment of Tax Increment Finance District 4

Mayor Hill discussed the creation of TIF 4. He also stated that the Village of Round Lake Beach would be donating \$1,000 to the Friends of the Round Lake Library.

Diane Klein made a motion to approve the Intergovernmental Agreement with the Village of Round Lake Beach in Redevelopment of Tax Increment Finance District 4 with the following sentence stricken:

“The Library District will be limited to the events listed on **Exhibit B** attached to and, by this reference, made a part of this Agreement. “

Cathy Warner seconded. On a roll call vote the following Trustees, Hollingsworth, Kauffman, Klein, Repa, Richmond, Smart, and Warner, voted Aye. Motion carried.

6. Approval of Minutes

a. Regular Board Meeting Minutes for August 24, 2011:

Mandy Hollingsworth made a motion to approve the Regular Board Meeting Minutes for August 24, 2011 as presented. Anne Richmond seconded. The following Trustees, Hollingsworth, Kauffman, Klein, Repa, Richmond, and Warner, voted Aye. Trustee Smart abstained. Motion carried.

7. Financial Business

a. Bookkeeping Report:

Mandy Hollingsworth discussed the Illinois Municipal League seminar she attended. The seminar highlighted a number of issues germane to public funds management and financial and economic issues facing municipalities at this time.

b. Vendor's List - Warrant # 651:

Mandy Hollingsworth made a motion to approve Warrant #651. Diane Klein seconded. On a roll call vote all Trustees present, Hollingsworth, Kauffman, Klein, Repa, Richmond, Smart, and Warner, voted Aye. Motion carried.

c. Investment Rates:

i. Illinois Funds		ii. PNC	
May	.036%	May	0.36%
June	.036%	June	0.36%
July	.021%	July	0.35%
August	.021%	August	0.35%

8. Communications

- a. Department Report – John Haliotis, Information Technology Systems Administrator: John Haliotis discussed recent computer purchases and the newly installed wireless network upgrade. John also reviewed the various Apple iPad 2 versions available for the board to use for electronic packet distribution. Jim reminded trustees that the cost of these devices was already allocated in the budget, so trustees only need select the appropriate iPad to meet their needs. The Board decided the iPad 2 with 16 GB without a cellular connection, plus keyboard cases to be appropriate for their use. The library will purchase eight iPads and cases; one for each Trustee, plus a spare available on request for staff or Trustees to use during meetings.
- b. Jim passed around the following documents: Illinois Library Association conference registration information, a list of events prepared by Head of Outreach Services, Elena Lara, that the library is involved in over the next few weeks, and a funeral program from Molli Larson's service.
- c. Staff presented Cathy Warner with a gift basket on behalf of the Board and Staff. Everyone expressed their continued well wishes and hopes for Derrick's expedient and full recovery.
- d. The Board discussed a recent request to use the library's van for a joint community program. Trustees unanimously agreed the van could be used for such a program, provided it be driven only by library staff or Trustees.

9. **Library Director's Report:**

Jim discussed the library director's report as presented.

10. **Action Items**

- a. Approval of FY 2011-2012 Final Budget and Appropriations Ordinance – AN ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2011, AND ENDING JUNE 30, 2012:
Mandy Hollingsworth made a motion to approve the FY 2011-2012 Final Budget and Appropriations Ordinance, Ordinance 09-27-2011-BAO – AN ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2011, AND ENDING JUNE 30, 2012 as presented. Ron Repa seconded. On a roll call vote all Trustees present, Hollingsworth, Kauffman, Klein, Repa, Richmond, Smart, and Warner, voted Aye. Motion carried.
- b. Approval of Certification of 2011 Per Capita Grant Application for FY 2011-2012: Anne Richmond made a motion to approve the Certification of 2011 Per Capita Grant Application for FY 2011-2012 as presented. Patty Smart seconded. On a roll call vote all Trustees present, Hollingsworth,

Kauffman, Klein, Repa, Richmond, Smart, and Warner, voted Aye. Motion carried.

c. Selection of Contractor to Perform Landscaping Project:

Dave Whiteside and Paul Voit presented the Board with their respective landscape proposals. After much discussion, Cathy Warner made a motion to accept the proposal from C.W. Landscaping to landscape the berm area between the parking lot and Hart Road. Mandy Hollingsworth seconded. On a roll call vote the following Trustees, Hollingsworth, Kauffman, Richmond, Smart, and Warner, voted Aye. Trustee Klein abstained and Trustee Repa voted No. Motion carried.

d. Removal of Parking Lot Fence:

Jim indicated that the library's insurance provider, Country Insurance, and the library's attorney, Jerry Dietz, both stated they knew of no liability concerns the library should have removing the fence around the perimeter of the parking lot. Jim also reported that Dale Engebretson, Building Commissioner for the Village of Round Lake, knew of no ordinance requirement or other reasons the library should replace the fence. Cathy Warner made a motion to remove the parking lot fence. Patty Smart seconded. All Trustees present, Hollingsworth, Kauffman, Klein, Repa, Richmond, Smart, and Warner, voted Aye. Motion carried.

11. **Executive Session:** None

12. **General Good and Welfare**

13. **Adjournment**

Anne Richmond made a motion to adjourn at 8:24 p.m. Mandy Hollingsworth seconded. All Trustees present, Hollingsworth, Kauffman, Klein, Repa, Richmond, Smart, and Warner, voted Aye. Motion carried.

Respectfully submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

Name: _____ Date: _____
Patty Smart, Secretary, Library Board of Trustees