

*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  
January 25, 2012 – 6:00 p.m.**

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

**1. Call to Order**

**2. Roll Call:**

Mandy Hollingsworth  
Diane Klein  
Ron Repa

Anne Richmond  
Patty Smart  
Cathy Warner

Jim DiDonato, Executive Director  
Robbyn Allbee, Administrative Manager  
Penny Mc Mahon, Head of Technical Services

**3. Pledge of Allegiance**

**4. Approval of Agenda**

**5. Public Introductions and Comments**

The public is invited to provide comments at the beginning of each meeting. Any person or group wishing to speak is requested to sign in prior to the meeting, indicating the issue that they are addressing. The time for comments will be limited to three minutes per person. Please note that the Board will listen to the comments but may not take official action during this meeting. However, a member of the Board may give direction to staff following a presentation.

**6. Approval of Minutes**

- a. Regular Board Meeting Minutes for December 14, 2011

**7. Financial Business**

- a. Bookkeeping Report
- b. Vendor's List - Warrant # 655
- c. Investment Rates:

i. Illinois Funds		ii. PNC	
October	.046%	October	0.27%
November	.072 %	November	0.25%
December	.077 %	December	0.25%

**8. Communications**

- a. Department Report – Penny McMahon, Head of Technical Services

**9. Library Director’s Report:**

**10. Action Items**

- a. Approval of Notary Public Service Policy
- b. Approve Computer Equipment Purchase
- c. Set Date for Annual Planning Meeting
- d. Set Date for Meeting to Select Library Trustee
- e. Appoint Trustee to Fill Vacant Position on Library Board
- f. Second Half of Year Review of Closed Session Minutes (5 ILCS 120/2.06)

**11. Executive Session**

Closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. (5 ILCS 120/2(c)(1).)

**12. General Good and Welfare**

**13. Adjournment**