

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
REGULAR MEETING
MINUTES
Meeting Room
August 22, 2012 – 6:00 p.m.**

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

1. **Call to Order:** President Cathy Warner called the meeting to order at 6:02 p.m.

2. **Roll Call**

Charlie Foy	P	Anne Richmond	P
Mandy Hollingsworth	P	Patty Smart	P
Diane Klein	A	Cathy Warner	P
Ron Repa	P		
Jim DiDonato, Executive Director			P
Robbyn Allbee, Administrative Manager			P
Elena Lara, Head of Outreach Services			P

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

4. **Approval of Agenda:** Agenda was Approved with the addition of 8 B: Communication from Patron

5. **Public Introductions and Comments:** No public present

6. **Approval of Minutes**

a. Regular Board Meeting Minutes for July 25, 2012:

Mandy Hollingsworth made a motion to approve the Regular Board Meeting Minutes for July 25, 2012, Patty Smart seconded. All Trustees present, Foy, Hollingsworth, Repa, Richmond, Smart and Warner, voted Aye, motion carried.

7. **Financial Business**

a. Bookkeeping Report

b. Vendor's List - Warrant # 662:

Mandy Hollingsworth made a motion to approve Warrant #662. Anne Richmond seconded. On a Roll Call vote, all Trustees present, Foy,

Hollingsworth, Repa, Richmond, Smart and Warner, voted Aye. Motion carried.

c. Investment Rates:

	Illinois Funds	PNC	Investments (aggregate)
May	.089%	0.25%	1.24%
June	.096%	.24%	1.24%
July	.089%	.25%	1.24%

8. Communications

- a. Department Report – Elena Lara, Head of Outreach Services:
The Board thanked Elena for all of her hard work and representing the Library in the community.
- b. Letter from Patron: Trustees reviewed a letter from a patron recently banned from the library. The Board agreed this issue has been resolved.

9. Library Director’s Report: Jim presented his report as written.

10. Action Items

- a. Approval and Selection of Bids for Parking Lot Replacement and Striping:
Anne Richmond made a motion to accept the bid from Payne and Dolan for the Parking Lot Replacement and Striping. Charlie Foy seconded. On a Roll Call vote, all Trustees present, Foy, Hollingsworth, Repa, Richmond, Smart and Warner, voted Aye. Motion carried.
- b. Approval of Personnel Manual Updates – Second Reading:
Patty Smart made a motion to approve the Personnel Manual Updates – Second Reading as presented, Charlie Foy seconded. All Trustees present, Foy, Hollingsworth, Repa, Richmond, Smart and Warner, voted Aye. Motion carried.
- c. Approval of Computer Network Server Purchase:
Anne Richmond made a motion to approve the Computer Network Server Purchase from Paragon Micro. Mandy Hollingsworth seconded. On a Roll Call vote, all Trustees present, Foy, Hollingsworth, Repa, Richmond, Smart and Warner, voted Aye. Motion carried.
- d. Approval and Selection of Space Needs Consultant:
Charlie Foy made a motion to accept the proposal from Fred Schlipf as a Space Needs Consultant. Patty Smart seconded. On a Roll Call vote, all Trustees present, Foy, Hollingsworth, Repa, Richmond, Smart and Warner, voted Aye. Motion carried.

e. Approval of FY 2012-2013 in-house Budget – Second (Final) Draft:
Charlie Foy made a motion to approve the FY 2012-2013 in-house Budget – Second (Final) Draft as presented. Patty Smart seconded. On a Roll Call vote, all Trustees present, Foy, Hollingsworth, Repa, Richmond, Smart and Warner, voted Aye. Motion carried.

f. Approve FY 2012-2013 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, 2012, AND ENDING JUNE 30, 2013:
Mandy Hollingsworth made a motion to approve Ordinance 08-22-2012-BAO - FY 2012-2013 Final Budget and Appropriations Ordinance. Patty Smart seconded. On a Roll Call vote, all Trustees present, Foy, Hollingsworth, Repa, Richmond, Smart and Warner, voted Aye. Motion carried.

g. Approve FY 2012-2013 Planning Objectives – Second (Final) Draft:
Anne Richmond made a motion to approve the FY 2012-2013 Planning Objectives – Second (Final) Draft. Patty Smart seconded. All Trustees present, Foy, Hollingsworth, Repa, Richmond, Smart and Warner, voted Aye. Motion carried.

11. **Executive Session:**
No Executive Session

12. **General Good and Welfare**

13. **Adjournment**
President Cathy Warner adjourned the meeting at 7:34 p.m.

Respectfully submitted,

Name: _____ Date: _____
Robbyn Allbee,
Recording Secretary

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