

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 MINUTES  
REGULAR MEETING  
COMPUTER CLASSROOM  
October 28, 2015 – 6:30 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 6:30

**2. Roll Call**

Mike Bock	P	Anne Richmond	P
Laura Frye	P	Carolina Schottland	P
Diane Klein	P	Cathy Warner	P
Kathy Oetker	P		
Jim DiDonato, Executive Director			P
Robbyn Allbee, Administrative Manager			P
Maggie Rodriguez, Head of Circulation			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 10. b. Approval of FY 2014-2015 Audit (75 ILCS 16/30-45; 35 ILCS 200/30-30 and 50 ILCS 310/1) to immediately follow Action Item 7. Financial Business. Laura Frye seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.

**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.

Present:

Paul Inserra, Library Auditor  
Deb Allen, Head of Youth Services  
Edith Basir, Volunteer Coordinator

**6. Approval of Minutes**

a. Regular Board Meeting Minutes for September 23, 2015:

Mike Bock made a motion to approve the Regular Board Meeting Minutes of September 23, 2015. Anne Richmond seconded. The following Trustees, Bock, Frye, Oetker, Richmond, Schottland and Warner, voted Aye. Trustee Klein Abstained. Motion Carried.

## 7. Financial Business

- a. Bookkeeping Report
- b. Vendor's List - Warrant # 700  
Laura Frye made a motion to approve Warrant 700. Mike Bock seconded. On a Roll Call Vote all Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.
- c. Investment Rates:

	Illinois Funds	State Bank of the Lakes
July	.043%	.20%
August	.056%	.20%
September	.047%	.20%

## 8. Communications:

- a. Department Report – Circulation  
Maggie Rodriguez recapped several recent events in Circulation, most especially National Library Card signup Month and Food for Fines Day. The Board thanked Maggie and the Circulation team for all of their hard work.

## 9. Library Director's Report

Jim DiDonato presented the Director's Report as written. Jim also presented trustees a summarization of concerns between the library and Mano a Mano. Trustees directed Jim to report any further concerns.

## 10. Action Items

- a. Action on Resolution 10-28-2015-LIMRiCC: A RESOLUTION PROVIDING FOR THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION ("LIMRiCC"). UPDATE:  
Anne Richmond made a motion to approve Resolution 10-28-2015 LIMRiCC. Carolina Schottland seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.
- b. Approval of FY 2014-2015 Audit (75 ILCS 16/30-45; 35 ILCS 200/30-30 and 50 ILCS 310/1):  
Auditor, Paul Inserra, of McClure, Inserra, Inc., review the library's Fiscal Year 2014-2015 audit with trustees. Diane Klein made a motion to approve the FY 2014 – 2015 Audit. Laura Frye seconded. On a Roll Call Vote all Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.
- c. Approval of Tax Levy Estimate - RESOLUTION DETERMINING AMOUNT OF MONEY ESTIMATED TO BE NECESSARY TO BE RAISED BY TAXATION FOR 2015 TAX LEVY (THE FISCAL YEAR BEGINNING JULY 1, 2015, AND ENDING JUNE 30, 2016) FOR ROUND LAKE AREA PUBLIC LIBRARY DISTRICT:  
Kathy Oetker made a motion to approve Resolution 10-28-2015-TLE, Tax Levy Estimate. Mike Bock seconded. On a Roll Call Vote all Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.
- d. Set Date for Special Meeting, Tax Levy Hearing:

Mike Bock made a motion to schedule the 2015 Tax Levy Hearing at 6:25 p.m. in the library on November 18, 2015. Laura Frye Seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.

e. Set Date for Special Meeting, Long Range Planning Meeting:

Carolina Schottland made a motion to set the date for a Long Range Planning Meeting on January 20, 2016 at 7:00 p.m. at the Fox Lake Public Library, with a fall back date of 7:00p.m. at the same location on January 13, 2016, as well as, a second Long Range Planning Meeting on February 17, 2016 at 7:00 p.m. at the Lake Villa Library with a fall back date of February 10, 2016 at 7:00 p.m. at the same location. Mike Bock seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.

f. Action on Purchasing Staff Holiday Gift Cards:

Diane Klein made a motion to purchase Staff Holiday Gift Cards in the amount of \$75.00 per employee from Target. Laura Frye seconded. On a Roll Call Vote all Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.

g. Action on Banning A Patron for Inappropriate Behavior:

Mike Bock made a motion to uphold a temporary ban on the patron who made threatening comments to library staff on September 15, 2015, pending further review of a police report, unavailable at present time, within 60 days of the October 28, 2015 Board meeting. Carolina Schottland seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.

h. Motion Honoring Boy Scout Troop 275 for Assistance at "Dig Night at the Library":

Carolina Schottland made a motion honoring Boy Scout Troop 275 for their assistance at the library's October 8<sup>th</sup> "Dig Night at the Library." Anne Richmond seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland and Warner, voted Aye. Motion Carried.

## 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 (5 ILCS 120/2(c)(1).). (5 ILCS 120/2(c)(3).)

## 12. General Good and Welfare

## 13. Adjournment

President Cathy Warner adjourned the meeting at 8:43 p.m.

Respectfully submitted,

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

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Anne Richmond,  
Secretary, Library Board of Trustees