

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  
MEETING ROOM  
January 25, 2017 – 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 p.m.

**2. Roll Call**

Mike Bock	P	Anne Richmond	P
Laura Frye	P	Carolina Schottland	P
Diane Klein	A	Cathy Warner	P
Kathy Oetker	P		

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	P
Sandra Lopez, Head of Outreach Services	P

**3. Pledge of Allegiance**

**4. Approval of Agenda**

Anne Richmond made a motion to move Action Item 10.a “Action on Draft of Long Range Plan” to follow Agenda Item 6. Approval of Minutes, Mike Bock seconded. All Trustees present, Bock, Frye, 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.

Maggie Rodriguez, Head of Circulation  
Sara Armstrong, Long Range Planner  
Beth Keister, Long Range Planner

**6. Approval of Minutes**

a. Board Meeting Minutes for December 21, 2016:

Laura Frye made a motion to approve the Meeting Minutes for December 21, 2016, Carolina Schottland seconded. All Trustees present, Bock, Frye, Oetker, Richmond, Schottland and Warner, voted aye. Motion carried.

**7. Financial Business**

a. Bookkeeping Report

b. Vendor’s List - Warrant # 715

Laura Frye made a motion to approve Warrant #715, Anne Richmond seconded. On a roll call vote, all Trustees present, Bock, Frye, Oetker, Richmond, Schottland and Warner, voted Aye. Motion carried.

c. Investment Rates:

	Illinois Funds	State Bank of the Lakes
October	.494%	.20%
November	.527%	.20%
December	.596%	.20%

**8. Communications:**

a. **Department Report** – Outreach Services

Sandra Lopez shared with the Board statistics showing the growth in our social media followers. She noted the biggest increase is in SnapChat. She also introduced the Board to her Art Café. The Board thanked Sandra for all the work Outreach does on behalf of the Library.

**9. Library Director’s Report**

Jim DiDonato presented the Director’s Report as written.

**10. Action Items**

a. Action on Draft of Long Range Plan:

Sarah Armstrong presented the board with an update on the library’s Long Range Plan. Trustees were asked to submit any final comments to Jim for inclusion in a final draft of the plan. After a brief discussion Mike Bock made a motion to accept the draft of the Long Range Plan, Anne Richmond seconded. All Trustees present, Bock, Frye, Oetker, Richmond, Schottland and Warner, voted aye. Motion carried.

b. Action on Travel Expense Reimbursement Policy:

Tabled. No motion; no action.

c. Action on Cancelling a Special Meeting:

Anne Richmond made a motion to cancel the previously scheduled Special Meeting to tour the McHenry Library on February 22<sup>nd</sup>, Mike Bock seconded. All Trustees present, Bock, Frye, Oetker, Richmond, Schottland and Warner, voted aye. Motion carried.

11. **Executive Session: None**

12. **General Good and Welfare**

13. **Adjournment**

President Cathy Warner adjourned the meeting at 8:01 p.m.

Respectfully submitted,

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Robbyn Allbee,  
Recording Secretary

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Anne Richmond,  
Secretary, Library Board of Trustees