

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 MINUTES
September 27, 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 Anne Richmond called the meeting to order at 6:30 p.m.

2. Roll Call

Laura Frye	P	Anne Richmond	P
Debbie Jones	P	Carolina Schottland	P
Diane Klein	6:54 p.m.	Lisa Marie Smith	A
Kathy Oetker	P		

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	A
Maggie Rodriguez, Head of Circulation	P

3. Pledge of Allegiance

4. Approval of Agenda

Carolina Schottland made a motion to approve the agenda as presented, Laura Frye seconded. All Trustees present, Frye, Jones, Oetker, Richmond, and Schottland, 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.

Debbie Allen, Head of Youth Services

6. Approval of Minutes

A. Budget and Appropriations Hearing Minutes for August 23, 2017

Laura Frye made a motion to approve the Budget and Appropriations Hearing Minutes for August 23, 2017, Debbie Jones seconded. All Trustees present, Frye, Jones, Oetker, Richmond and Schottland, voted aye. Motion Carried.

B. Board Meeting Minutes for August 23, 2017

Laura Frye made a motion to approve the Board Meeting Minutes for August 23, 2017, Kathy Oetker seconded. All Trustees present, Frye, Jones, Oetker, Richmond, and Schottland, voted aye. Motion Carried.

- C. Special Meeting Minutes - Site Selection Subcommittee for August 28, 2017
 Carolina Schottland made a motion to approve the Special Meeting Minutes - Site Selection Subcommittee for August 28, 2017, Debbie Jones seconded. The following Trustees, Jones, Oetker, Richmond, and Schottland, voted aye. Trustee Frye abstained. Motion Carried.

7. Financial Business

- A. Bookkeeping Report
- B. Vendor's List - Warrant # 723
 Laura Frye made a motion to approve Warrant #723 with the removal of Storm Wind in the amount of \$3,990.00, Carolina Schottland seconded. On a Roll Call vote all Trustees present, Frye, Jones, Oetker, Richmond, and Schottland, voted aye. Motion Carried.

C. Investment Rates:

	Illinois Funds	State Bank of the Lakes
June	.872%	.20%
July	.961%	.20%
August	1.007%	.20%

8. Communications:

- A. Circulation Report – Maggie Rodriguez
 Maggie reviewed several recent happenings in the Circulation department. Over 400 users have used the new self-check machine since its July installation, 223 people registered for or renewed library cards during September Library Card Signup Month, and both our library and Grayslake library have successfully partnered to register reciprocal users – something relatively new to this area.
- B. Jim presented trustees a copy of an article reviewing the library's 45th Anniversary Celebration that appeared in the October XXXXXX Puro Football, page 16.

9. Library Director's Report

Jim presented the Director's Report as written

10. Action Items

- A. Ratify Annual Report of Receipts and Disbursements for FY 2016-2017 (30 ILCS 15/1 and 15/2) (50 ILCS 305/1)
 Debbie Jones made a motion to Ratify Annual Report of Receipts and Disbursements for FY 2016-2017, Laura Frye seconded. On a Roll Call vote all Trustees present, Frye, Jones, Klein, Oetker, Richmond, and Schottland, voted aye. Motion Carried.
- B. Action on Site Identification Process
 Deb Jones made a motion to approve Joe Huberty of Engberg Anderson conducting a site analysis of all properties available and viable for a library building including sites located both central to and at the edges of the district's boundaries. Kathy Oetker seconded. On a roll call vote the following trustees voted aye, Frye, Oetker, Richmond, and Schottland. Trustees Jones and Klein abstained. Motion carried.

11. Executive Session: None

12. General Good and Welfare

13. Adjournment

President Anne Richmond adjourned the meeting at 8:04 p.m.

Respectfully submitted,

Name: _____ Date: _____
Jim DiDonato, Recording Secretary

Name: _____ Date: _____
Kathy Oetker,
Secretary, Library Board of Trustees