

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
May 22, 2019 – 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 6:35 p.m.

2. **Roll Call**

Sarah DUBY	P	Anne Richmond	P
Laura Frye	P	Carolina Schottland	P
Diane Klein	P	Lisa Marie Smith	P
Kathy Oetker	P		

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	P

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

4. **Approval of Agenda**

Laura Frye made a motion to approve the agenda as presented, Diane Klein seconded. All trustees present, DUBY, Frye, Klein, Oetker, Richmond, Schottland and Smith, 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 were: Patrick DUBY, Bijan Shadnia, Fernando Iberra and parents, Marina Stevens, Head of Adult Services and Penny McMahon, Head of Technical Services.

6. **Approval of Minutes**

A. Minutes of Regular Board Meeting for April 24, 2019

Lisa Marie Smith made a motion to approve the Minutes of Regular Board Meeting for April 24, 2019, Laura Frye seconded. The following trustees, DUBY, Frye, Oetker, Richmond, Schottland and Smith, voted aye. Trustee Klein abstained. Motion carried.

B. Minutes of Board Planning Meeting for May 5, 2019

Tabled

7. **Financial Business**

- A. Bookkeeping Report
- B. Vendor's List - Warrant # 743

Laura Frye made a motion to approve Warrant # 743, Lisa Marie seconded. On a roll call vote all trustees present, Duby, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

8. **Communications:** Free Summer Meal flyer, SRC t-shirt, new tote bags available for checkout

9. **Library Director's Report**

- Jim presented the report as written
- Review of Lake County Certification of Election Results: Anne Richmond noted that the County Clerk provided us an official copy of the Abstract of Votes for April 2, 2019 Election.

10. **Action Items**

A. Swear In and Administer Oath of Office to New Trustees

Anne Richmond made a motion to swear in and administer the oath of office to Sarah Duby, Kathy Oetker seconded. The following trustees, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Trustee Duby abstained. Motion carried. Kathy Oetker administered the Oath of Office to Sarah Duby

B. Conduct Executive Officer Elections

Laura Frye made a motion to elect Anne Richmond as President, Carolina Schottland as Vice President, Laura Frye as Treasurer and Kathy Oetker as Secretary. Sarah Duby seconded. All Trustees present, Duby, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

C. Discussion and Possible Action on Hours of Operation

Kathy Oetker made a motion that, starting September 8, 2019, the library open at 11:00 a.m. on Sunday, with Passport Services starting at the same time as opening, Laura Frye seconded. The following trustees, Duby, Klein, Oetker, Richmond, Schottland, voted aye. Trustee Frye voted nay. Trustee Smith abstained. Motion carried.

D. Discussion and Possible Action on Year-end Amendment to Internal Budget

Lisa Marie Smith made a motion to purchase materials and supplies as needed until the end of Fiscal Year 2018-2019. Laura Frye seconded. On a roll call vote, the following Trustees, Duby, Klein, Richmond and Smith, voted aye. The following trustees, Frye, Oetker and Schottland, voted nay. Motion carried.

11. **Executive Session:** None

12. **General Good and Welfare**

13. **Adjournment:** President Anne Richmond Adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

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