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**ROUND LAKE AREA LIBRARY
BOARD OF TRUSTEES
BOARD MEETING AGENDA
REGULAR MEETING, VIRTUAL
~~MEETING ROOM~~
ZOOM VIRTUAL MEETING MINUTES
December 16, 2020 – 6:30 p.m.**

**New
formatting
options**

ANYONE WISHING EXTRA ASSISTANCE ATTENDING THIS VIRTUAL MEETING SHOULD CONTACT THE LIBRARY AT LEAST 24 HOURS BEFORE THE MEETING

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

Round Lake Area Library is inviting you to a scheduled Zoom meeting.

Topic: Round Lake Area Library December 16, 2020 Virtual Library Board Meeting
Time: Dec 16, 2020 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82280820431?pwd=T1RFYm1GamErTm1qbElmQ0ZnZHoUT09>

Meeting ID: 822 8082 0431

Passcode: 759606

One tap mobile

+13126266799,,82280820431#,,,,,0#,,759606# US (Chicago)

+16468769923,,82280820431#,,,,,0#,,759606# US (New York)

1. **Call to Order:** President Anne Richmond called the meeting to order at 6:34 p.m.

2. **Roll Call**

Sarah Duby	P	Anne Richmond	P
Laura Frye	P	Carolina Schottland	P
Kathy Oetker	P	Lisa Marie Smith	A

Jim DiDonato, Executive Director P

Marina Stevens, Assistant 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, Sarah Duby seconded.

Motion:	Laura Frye	Ayes:	Duby, Frye, Oetker, Richmond, Schottland
Second:	Sarah Duby	Nays:	None
Vote:	Roll Call	Abstentions:	None
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.

Mike Del Valle, Auditor; Jerry Dietz, Attorney; Karen Sircher, Circulation; Isabel Andrade, Circulation; Sean Gilmartin, Head of Youth Services; Aleece Michalak, Youth Librarian.

Action Item A: Swear In and Administer Oath of Office to New Trustee:
Kathy Oetker read the oath of office and swore in Bryan Beyersdorf as a new Trustee

Roll Call

Bryan Beyersdorf	P	Anne Richmond	P
Sarah Duby	P	Carolina Schottland	P
Laura Frye	P	Lisa Marie Smith	A
Kathy Oetker	P		
Jim DiDonato, Executive Director	P		
Marina Stevens, Assistant Director	P		
Robbyn Allbee, Administrative Manager	P		

6. Approval of Minutes

A. Minutes of Tax Levy Hearing for November 18, 2020

Sarah Duby made a motion to approve the Minutes of Tax Levy Hearing for November 18, 2020, Carolina Schottland seconded.

Border top and bottom

Motion:	Sarah Duby	Ayes:	Beyersdorf, Duby, Frye, Oetker, Richmond, Schottland
Second:	Carolina Schottland	Nays:	None
Vote:	Roll Call	Abstentions:	None
Motion:	Carried		

B. Minutes of Regular Board Meeting for November 18, 2020

Carolina Schottland made a motion to approve the Minutes of Regular Board Meeting for November 18, 2020, Laura Frye seconded.

Border on left

Motion:	Carolina Schottland	Ayes:	Beyersdorf, Duby, Frye, Oetker, Richmond, Schottland
Second:	Laura Frye	Nays:	None
Vote:	Roll Call	Abstentions:	None
Motion:	Carried		

7. Financial Business

A. Bookkeeping Report

B. Vendor's List - Warrant # 762

Laura Frye made a motion to Approve Warrant #762, Bryan Beyersdorf seconded.

No border

Motion:	Laura Frye	Ayes:	Beyersdorf, Duby, Frye, Oetker, Richmond, Schottland
Second:	Bryan Beyersdorf	Nays:	None
Vote:	Roll Call	Abstentions:	None
Motion:	Carried		

8. Communications

- List of compliments we've received from patrons throughout the pandemic
- Article: "Round Lake library staffers churn out COVID masks – 'We have not stopped serving our community'"
- Marina updated WIFI hotspot statistics
- RLAL Newsletter - December, 2020 - February, 2021

9. Library Director's Report

- Budget Benchmark
- Tax Revenue Update
- Summary of FY 2019-2020 Audit

10. Action Items

Current-previous format

B. Discussion and Possible Action on FY 2019-2020 Audit (75 ILCS 16/30-45; 35 ILCS 200/30-30 and 50 ILCS 310/1):
Carolina Schottland made a motion to approve the FY 2019-2020 Audit report, Laura Frye Seconded. On a Roll Call vote the following Trustees, (Beyersdorf, Duby, Frye, Oetker, Richmond and Schottland), voted Aye. Motion carried.

C. Second Half of Year Review of Closed Session Minutes (5 ILCS 120/2.06) and (5 ILCS 120/2(c)(21)
Tabled until January Meeting. No motion; no action.

11. Executive Session: None

12. **General Good and Welfare**

13. **Adjournment:** President Anne Richmond adjourned the meeting at 7:24 p.m.

Respectfully Submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

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