

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  
February 26, 2020 – 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 6:32 p.m.

**2. Roll Call**

Sarah Duby P  
Laura Frye P  
Diane Klein A  
Kathy Oetker 6:45 p.m.

Anne Richmond P  
Carolina Schottland P  
Lisa Marie Smith P

Jim DiDonato, Executive Director P  
Marina Stevens, Assistant Director A  
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 written with the caveat moving forward will be a Consent Agenda including the Agenda and Minutes, Carolina Schottland seconded. All Trustees present, (Duby, Frye, 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:

Gail Goldstein, Shelver  
Sean Gilmartin, Head of Youth Services  
Penny Mc Mahon, Head of Technical Services  
John Haliotis, Head of I.T.  
Sandra Lopez, Head of Outreach Services  
Julie Bachinger, Library Assistant, Youth Services

**6. Approval of Minutes**

A. Minutes of Regular Board Meeting for January 22, 2020

Sarah Duby made a motion to approve the Minutes, Carolina Schottland seconded. All Trustees present, Duby, Frye, Richmond, Schottland and Smith), voted aye. Motion carried.

**7. Financial Business**

A. Bookkeeping Report

B. Vendor's List - Warrant # 752

Laura Frye made a motion to approve Warrant #752, Carolina Schottland seconded. On a roll call vote all Trustees present, Duby, Frye, Richmond, Schottland and Smith, voted aye. Motion carried.

**8. Communications**

**9. Library Director's Report**

**10. Action Items**

- A. Discussion and Possible Action on Ratification of Semi-Annual Report of Receipts and Disbursements (30 ILCS 15/1 and 15/2) (50 ILCS 305/1):

Laura Frye made a motion to Ratify the semi-annual report of receipts and disbursements, Carolina Schottland seconded. All Trustees present, DUBY, Frye, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

- B. Discussion and Possible Action on Scheduling Board Planning Meeting:

Carolina Schottland made a motion to schedule the Board Planning meeting in the Linda Kauffman Meeting Room on May 17, 2020, from 9:00 a.m. to 12:00 p.m. and include brunch, Laura Frye seconded. All Trustees present, DUBY, Frye, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

- C. Discussion and Possible Action on Solicitation Policy:

Tabled; no motion / no action

**11. Board- Staff Mixer**

**12. Executive Session:** None

**13. General Good and Welfare**

**14. Adjournment**

President Ann Richmond adjourned the meeting at 7:45 p.m.

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

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Kathy Oetker,  
Secretary, Library Board of Trustees