

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, VIRTUAL  
MEETING ROOM  
ZOOM VIRTUAL MEETING  
November 18, 2020 – 6:30 p.m.**

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 November 18, 2020 Virtual Tax Levy Hearing AND Library Board Meeting  
Time: Nov 18, 2020 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85855383412?pwd=Nm9jdmpBR2p2UIROSy9oWkpWYk9kdz09>

Meeting ID: 858 5538 3412

Passcode: 759606

One tap mobile

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Dial by your location

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Meeting ID: 858 5538 3412

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Find your local number: <https://us02web.zoom.us/j/85855383412?pwd=Nm9jdmpBR2p2UIROSy9oWkpWYk9kdz09>

1. **Call to Order:** President Anne Richmond called the meeting to order at 6:33 p.m.

2. **Roll Call**

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

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, Lisa Marie Smith seconded. On a roll call vote 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.

Aleece Michalak, Youth Librarian; Jian Rao, Circulation Clerk; Sean Gilmartin, Head of Youth Services; Edith Basir, Outreach Coordinator; Ana Ramirez, Circulation Clerk; Isabel Andrade, Circulation Clerk; Jennifer Puga-Hernandez, Circulation Clerk; Julie Bachinger, Youth Assistant; Maggie Rodriguez, Head of Circulation; Jerry Dietz, Library Attorney; Yolanda Prado, Youth Assistant; Maria Aria, Circulation Clerk.

**6. Approval of Minutes**

A. Minutes of Regular Board Meeting for October 28, 2020

Sara Duby made a motion to approve the Minutes of Regular Board Meeting for October 28, 2020, Carolina Schottland seconded. On a roll call vote all Trustees present, (Duby, Frye, Richmond, Schottland and Smith), voted aye. Motion carried.

**7. Financial Business**

A. Bookkeeping Report

B. Vendor's List - Warrant # 761

Laura Frye made a motion to approve Warrant #, 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 Ordinance 11-18-2020-TLO, Tax Levy Ordinance – AN ORDINANCE PROVIDING FOR LEVYING AND ASSESSING TAXES OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS, FOR 2020 TAX LEVY (THE FISCAL YEAR BEGINNING JULY 1, 2020, AND ENDING JUNE 30, 2021):

Carolina Schottland made a motion to approve the Tax Levy Ordinance, 11-18-2020-TLO, Lisa Marie Smith seconded. On a roll call vote all Trustees present, (Duby, Frye, Richmond, Schottland and Smith), voted aye. Motion carried.

B. Discussion and Possible Action on Purchasing Staff Holiday Gift Cards:

Carolina Schottland made a motion to purchase staff holiday gift cards in the amount of \$100.00 per employee, Laura Frye seconded. On a roll call vote all Trustees present, (Duby, Frye, Richmond, Schottland and Smith), voted aye. Motion carried.

C. Discussion and Possible Action on Implementing a Fine Free Program:

Carolina Schottland made a motion to take the steps needed to move to a Fine Free Program immediately, Sarah Duby seconded. On a roll call vote all Trustees present, (Duby, Frye, Richmond, Schottland and Smith), voted aye. Motion carried.

D. Discussion and Possible Action on Appointing Trustee to Fill Vacant Position on Library Board:

Anne Richmond made a motion to appoint Bryan Beyersdorf to fill the vacated Trustee position, Laura Frye seconded. On a roll call vote the following Trustees, (Frye, Richmond, and Schottland), voted aye. The following Trustees, (Duby and Smith) voted nay. Motion carried.

**11. Executive Session:** None

**12. General Good and Welfare**

**13. Adjournment:** President Anne Richmond adjourned the meeting at 7:56 p.m.

Respectfully Submitted,

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

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