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**ROUND LAKE AREA LIBRARY
BOARD OF TRUSTEES
BOARD MEETING AGENDA
REGULAR MEETING MINUTES, VIRTUAL
~~MEETING ROOM~~
ZOOM VIRTUAL MEETING
February 24, 2021 – 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.

Zoom Access Instructions:

Topic: Round Lake Area Library February 24, 2021 Virtual Library Board Meeting
Time: Feb 24, 2021 06:30 PM Central Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/85796585316?pwd=cWs1Y0Z3QjJ4UVN1amY1Yk5BMkIFZz09>

Meeting ID: 857 9658 5316
Passcode: 517803
One tap mobile
+13126266799,,85796585316#,,,,*517803# US (Chicago)
+13017158592,,85796585316#,,,,*517803# US (Washington DC)

1. Call to Order

President Anne Richmond called the meeting to order at 6:32 p.m.

2. Roll Call

Bryan Beyersdorf	A	Anne Richmond	P
Sarah Duby	P	Carolina Schottland	P
Laura Frye	P	Lisa Marie Smith	P
Kathy Oetker	7:00 p.m.		

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

Carolina Schottland made a motion to approve the agenda as presented, Laura Frye 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.

Jerry Dietz, Library Attorney; Aleece Michalak, Librarian; Sean Gilmartin, Head of Youth Services; Andrea Villarreal, Circulation Clerk; Yolanda Prado, Library Assistant

6. Approval of Minutes

A. Approval of Minutes of Regular Board Meeting for January 27, 2021

Lisa Marie Smith made a motion to approve the Regular Board Meeting for January 27, 2021, Sarah DUBY 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 # 764

Laura Frye made a motion to approve Warrant #764, Sarah DUBY seconded. On a Roll Call vote, all Trustees present, (Duby, Frye, Richmond, Schottland and Smith), voted Aye. Motion Carried.

8. Communications

Lisa Marie Smith attended the President's Day Legislative Breakfast and updated the Board on current legislative activities in Springfield related to library funding and reported that the State Library is increasing Per Capita Grant awards from \$1.25 to \$1.50 per resident. Lisa Maria also noted that library workers are in the COVID vaccine group 1C.

9. Library Director's Report

- Sean Gilmartin discussed plans for rearranging the Youth Services department layout to meet the goal of improving staff visibility, highlighting some new collections, and providing more seating space.
- Trustees discussed several options for scheduling a date to reopen in-person services. Staff and trustees considered safety protocols, pandemic metrics, and logistics for all options. Anne Richmond directed staff to reopen in-person services on April 15th after all opinions were reviewed.

10. Action Items

A. Discussion and Possible Action on Circulation Policy Update

Carolina Schottland made a motion to approve the Circulation Policy as presented, Laura Frye seconded. On a Roll Call vote, all Trustees present, (Duby, Frye, Oetker, Richmond, Schottland and Smith), voted Aye. Motion Carried.

B. Discussion and Possible Action on FY 2020-2021 Per Capita Grant Application

Laura Frye made a motion to approve the FY 2020-2021 Per Capita Grant Application, Lisa Marie Smith seconded. On a Roll Call vote, all Trustees present, (Duby, Frye, Oetker, Richmond, Schottland and Smith), voted Aye. Motion Carried.

11. Executive Session: None

12. General Good and Welfare

13. Adjournment

President Anne Richmond adjourned the meeting at 8:08 p.m.

Respectfully Submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

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