

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
REGULAR BOARD MEETING MINUTES
MEETING ROOM
May 25, 2022 – 6:30 p.m.**

Anyone interested in remotely attending this 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.

1. Call to Order

President Anne Richmond declared a suspension of the rules due to the Governor's Executive Orders and the rising COVID rate. The meeting was called to Order at 6:44 p.m.

2. Roll Call

Bryan Beyersdorf	A	Kathy Oetker	7:04 p.m.
Sarah Duby	P via Zoom	Anne Richmond	P via Zoom
Melanie Francisco	P	Carolina Schottland	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

Melanie Francisco made a motion to approve the agenda, Carolina Schottland seconded. On a Roll Call vote all Trustees present, (Duby, Francisco, Richmond and Schottland), voted Aye. Motion carried.

Action Items

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

Sarah Duby and Sherry Perkowitz read the Oath of Office, formally swearing Sherry in as our newest trustee. A new Roll Call was taken.

Bryan Beyersdorf	A	Sherry Perkowitz	P
Sarah Duby	P via Zoom	Anne Richmond	P via Zoom
Melanie Francisco	P	Carolina Schottland	P
Kathy Oetker	7:04 p.m.		

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, Debbie Jones, Rachel Ketchum

6. Approval of Minutes / Consent Agenda

A. Regular Board Meeting Minutes – April 27, 2022

Sarah Duby made a motion to approve the Regular Board Meeting Minutes from April 27, 2022, Carolina Schottland seconded. On a Roll Call vote all Trustees present, (Duby, Francisco, Perkowitz, Richmond and Schottland), voted Aye. Motion carried.

7. Financial Business

A. Bookkeeping Report

B. Vendor's List - Warrant # 779

Kathy Oetker made a motion to approve Warrant #779, Sherry Perkowitz seconded. On a Roll Call vote all Trustees present, (Duby, Francisco, Oetker, Perkowitz, Richmond and Schottland), voted Aye. Motion carried.

8. **Communications**

- Copy of E-Blast promoting the Community Survey
- Summer Newsletter

9. **Library Director's Report**

Jim presented his report as written

10. **Action Items**

B. Discussion and Possible Action on Appointing Trustees to Conduct Secretary's Audit for Past Fiscal Year: 2021-2022 (75 ILCS 16/30-65)

Sarah Duby made a motion to appoint herself and Melanie Francisco to conduct the Secretary's Audit, Melanie Francisco seconded. On a Roll Call vote all Trustees present, (Duby, Francisco, Perkowitz, Richmond and Schottland), voted Aye. Motion carried.

C. Discussion and Possible Action on Ordinance 05-25-2022-BML, .02% Building Maintenance Levy (75 ILCS 16/35-5 and 10 ILCS 5/28-2)

Carolina Schottland made a motion to approve Ordinance 05-25-2022-BML, .02% Building Maintenance Levy, Sherry Perkowitz seconded. On a Roll Call vote all Trustees present, (Duby, Francisco, Oetker, Perkowitz, Richmond and Schottland), voted Aye. Motion carried.

D. Discussion and Possible Action on Scheduling Budget and Appropriation Hearing

Melanie Francisco made a motion to hold the Budget and Appropriations Hearing on August 24, 2022 at 6:25 p.m. in the library's Meeting Room, Sarah Duby seconded. On a Roll Call vote all Trustees present, (Duby, Francisco, Oetker, Perkowitz, Richmond and Schottland), voted Aye. Motion carried.

E. Discussion and Possible Action on Scheduling a Strategic Planning Retreat

Melanie Francisco made a motion to hold the Strategic Planning Retreat on August 2, 2022 at 7:00 p.m. in the library's Meeting Room, Carolina Schottland seconded. On a Roll Call vote all Trustees present, (Duby, Francisco, Oetker, Perkowitz, Richmond and Schottland), voted Aye. Motion carried.

11. **Executive Session:** No Executive Session

12. **General Good and Welfare**

13. **Adjournment**

President Anne Richmond adjourned the meeting at 7:19 p.m.

Respectfully Submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

Name: _____ Date: _____
Sarah Duby,
Secretary, Library Board of Trustees