

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
Special Meeting to Discuss Building Expansion Project
Board Meeting Minutes
Activity Room
December 15, 2022 – 7:00 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

Vice President Melanie Francisco called the meeting to order at 7:06 p.m.

2. Roll Call

Melanie Francisco	P	Anne Richmond	A
Kathy Oetker	P	Carolina Schottland	A
Sherry Perkowitz	P	Karolyn Wessel	Present via Zoom
Jim DiDonato, Executive Director	P		
Marina Stevens, Assistant Director	P		
Robbyn Allbee, Administrative Manager	P		

3. Pledge of Allegiance

Everyone present recited the Pledge of Allegiance.

4. Approval of Agenda

Sherry Perkowitz made a motion to approve the Agenda as Presented, Karolyn Wessel seconded. On a Roll Call vote all Trustees present, (Francisco, Oetker, Perkowitz and Wessel), 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

6. Communications

7. Discussion / Presentations: All presenters participated via Zoom.

A. EveryLibrary, John Chrastka

EveryLibrary is a nonprofit organization that works pro bono in an advisory role. They have an 85% success rate with library referenda. Highlights of the discussion include the following.

- 27% of voters will automatically vote “Yes” for the Library
- 31% of voters will have questions, but they won’t ask them
- 21% of voters may vote “No”, they are suspicious and won’t believe “Plan A” will work. They want to know what happens if we don’t move forward with a Building Project
- 21% will always vote “No”. There is nothing anyone can do to change their minds
- Our marketing campaign should focus on Plan A and Plan B
- What consequences would we face if Plan A fails
- The meeting where the referendum is voted on should be a Committee of the Whole instead of a Board Meeting

B. Library Space Planning, Fred Schlipf

Fred provided an overview of his Space Needs Assessment.

- The assessment is designed to enumerate aspects of services, programs, and resources to plan a building that will allow us to get everything patrons need for adequate service. The draft of this plan indicates the community needs a library building approximately twice its current size.

- Need a site that is large enough to plan for expanding the building when/if necessary
- Ask architect to provide plans for new building along with plans to expand the building
- Fred is always available free of charge via phone and email to answer questions. All questions and answers will be shared with the group to maintain a consistent understanding of the project.

C. Engberg-Anderson Architects, Joe Huberty
 Joe Huberty was unable to attend due to Technical Difficulties.

D. PMA Securities, Andrew Kim
 There are two financing options. The Board needs to decide which option they would like to pursue

- Bond Option – ask voters for a set amount of money and repay that in a set amount of time
- Limited Rate Option – permanently adjusts the library’s tax rate upwards to cover the cost of paying for a building project and also to ensure funding for operations well into the future.
- The board needs to determine which option is more palatable to the voters
- PMA can create a comparison of these options at a cost of \$10,000 and it would be ready in a few weeks

8. Action Items

A. Discussion and Possible Action on Bond/Referendum
 No action/no motion

9. **Executive Session:** No Executive Session

10. **General Good and Welfare**

11. Adjournment

Vice President Melanie Francisco adjourned the meeting at 9:20 p.m.

Respectfully Submitted,

Name: _____ Date: _____
 Robbyn Allbee, Recording Secretary

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