

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
November 15, 2023 – 6:45 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 called the meeting to Order at 6:52 p.m.

2. Roll Call

Melanie Francisco	P	Sherry Perkowitz	P
Brittany Kearby	P	Anne Richmond	P
Kathy Oetker	7:10 p.m. Virtual	Karolyn Wessel	P
Ana Perez	P		

Jim DiDonato, Executive Director	P
Marina Stevens, Assistant Director	P
Robbyn Allbee, Administrative Manager	P

Melanie Francisco made a motion to allow Kathy Oetker to participate via Zoom, Ana Perez seconded. All Trustees physically present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion Carried.

3. Pledge of Allegiance

All present recited the Pledge of Allegiance

4. Approval of Agenda

Melanie Francisco made a motion to Approve the Agenda, Sherry Perkowitz seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond 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, Travis Haley

6. Presentation(s):

7. Approval of Minutes

- A. October 11, 2023 Committee of Whole Meeting Minutes
- B. October 25, 2023 Regular Board Meeting Minutes
- C. November 8, 2023 Committee of Whole Meeting Minutes

Karolyn Wessel made a motion to approve the Minutes listed as Items 7A, 7B and 7C, Brittany Kearby seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion Carried.

8. Financial Business

- A. Bookkeeping Report
- B. Vendor's List - Warrant 797

Kathy Oetker made a motion to Approve Warrant 797, Brittany Kearby seconded. On a Roll call vote, All Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion Carried.

9. Communications

- Anne Richmond updated the Board on a presentation she and Jim DiDonato provided Commissioners at the November 9th Park District Board meeting. The Park District is amenable to updating verbiage in the land use agreement that allows property that the library building occupies to be expanded from “Library” to “Public” use. The Park District noted they would provide the library a letter summarizing their position and welcomed the Library to provide a letter in response requesting the specific change. The Park and Library Districts can then move forward with developing an actionable item to approve an update at an upcoming Park District board meeting.
- Jim gave trustees an overview of the Winter, 2023 Newsletter.

10. Library Director’s Report

11. Action Items

A. Discussion and Possible Action on A Resolution Approving A Plan and Estimate of Cost in Connection with Certain Library Improvements and Setting A Meeting Date at which the Financing of Such Improvements Will Be Determined; Resolution 2023-11-15-BLDG

Karolyn Wessel made a motion to pass Resolution 2023-11-15 BLDG, Sherry Perkowitz seconded. On a Roll call vote, All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion Carried.

B. Discussion and Possible Action on Ordinance 11-15-2023-TLO, Tax Levy Ordinance – AN ORDINANCE PROVIDING FOR LEVYING AND ASSESSING TAXES OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS, FOR 2023 TAX LEVY (THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024)

Melanie Francisco made a motion approve the Ordinance 11-15-2023-TLO, Tax Levy Ordinance, Brittany Kearby seconded. On a Roll call vote, All Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion Carried.

C. Discussion and Possible Action on Selecting Bid Proposal for 2023 Desktop Computer and Monitor Purchase

Melanie Francisco made a motion to accept the bid from Southern Computer Warehouse, Karolyn Wessel seconded. On a Roll call vote, All Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion Carried.

D. Discussion and Possible Action on Purchasing Holiday Gift Cards for Staff

Brittany Kearby made a motion to purchase Holiday Gift cards for Staff in the amount of \$125.00 each, Ana Perez seconded. On a Roll call vote, All Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion Carried.

12. Executive Session

No Executive Session

13. General Good and Welfare

14. Adjournment

President Anne Richmond adjourned the meeting at 7:37 p.m.

Respectfully Submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

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