

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 AGENDA
REGULAR MEETING
Meeting Room
October 28, 2009 – 6:00 p.m.**

All matters on the agenda may be discussed, amended, and acted upon, regardless of placement.

1. Call to Order:

Diane Klein called meeting to order at 6:00 p.m.

2. Roll Call:

Trustees:

Linda Kauffman	(P)	Shari Skorcz	(P)
Diane Klein	(P)	Patty Smart	(A)
Brad Ogilvie	(P)	Cathy Warner	(P)

Staff:

Jim DiDonato, Executive Director	(P)
Robbyn Allbee, Administrative Manager	(A)
Margarita Rodriguez	(P)

3. Pledge of Allegiance:

All present recited the Pledge of Allegiance.

4. Approval of Agenda:

Diane Klein made a motion to accept the agenda as presented. Shari Skorcz seconded. All Trustees present (Kauffman, Klein, Ogilvie, Skorcz, and Warner) voted aye. Motion carried.

5. Public Introductions and Comments:

No public present

6. Approval of Minutes:

a. Regular Board Meeting Minutes for September 23, 2009:

Cathy Warner made a motion to accept the Regular Board Meeting minutes from September 23, 2009. Brad Ogilvie seconded. All Trustees present (Kauffman, Klein, Ogilvie, Skorcz, and Warner) voted aye. Motion carried.

7. Financial Business:

- a. Bookkeeping Report
- b. Vendor’s List - Warrant # 628
- c. Investment Rates:

i. Illinois Funds	ii. Associated Bank
June .233 %	June 0.25%
July .174 %	July 0.25 %
August .153 %	August 0.25%
September .157 %	September 0.25 %

Brad Ogilvie made a motion to accept warrant #628 in the amount of \$158,594.74. Linda Kauffman seconded. On a roll call vote, all trustees present (Kauffman, Klein, Ogilvie, Skorcz, and Warner) voted aye. Motion carried.

8. Communications

Department Report – Margarita Rodriguez, Shelving

The Board thanked Margarita for her beautiful power point presentation.

Trustees were presented with the following communications:

- \$2,000 grant award from Wal-Mart
- A community service award given to the library from B.E.S.T at their 6th annual Chili Supper
- Advertisement from the B.E.S.T. Chili Supper highlighting library sponsored ads
- Flyer for Dan Duffy Phone Clinic presentation at RLAPL
- Plaque for Sharon Fick, honoring her service to the library
- Invitation from Wal-Mart to attend the October 25th open house at the new Super Wal-Mart on Monaville in Round Lake
- Information brochure from Ancel Glink law firm

9. Library Director’s Report:

- a. Thank you note to Park District: Trustees signed a letter thanking the Round Lake Park District for accepting traffic during the library’s recent park lot repaving project.
- b. Thank you to Anime’ Club Members: Trustees signed thank you notes to Anime Club members who participated in the Round Lake High School Homecoming Parade.
- c. Employee Satisfaction Survey: Trustees agreed that the Employee Satisfaction Survey should be given to staff on the first Monday in January (January 4th) with a return date of

February 1, 2010. Staff will be given envelopes addressed to the Library Board President in which surveys can be mailed anonymously.

10. Action Items

- a. Approval of Tax Levy Estimate - RESOLUTION DETERMINING AMOUNT OF MONEY ESTIMATED TO BE NECESSARY TO BE RAISED BY TAXATION FOR THE FISCAL YEAR BEGINNING JULY 1, 2009, AND ENDING JUNE 30, 2010 FOR ROUND LAKE AREA PUBLIC LIBRARY DISTRICT
Cathy Warner made a motion to approve the Tax Levy Estimate, Resolution 10-28-2009-TLE. Linda Kauffman seconded. On a roll call vote, all Trustees present (Kauffman, Klein, Ogilvie, Skorcz, and Warner) voted aye. Motion carried.
- b. Approval of Date for Tax Levy Hearing
Diane Klein made a motion to hold a Tax Levy Hearing meeting on November 18, 2009 with a start time of 5:55 p.m. Brad Ogilvie seconded. All Trustees present (Kauffman, Klein, Ogilvie, Skorcz, and Warner) voted aye. Motion carried.
- c. Approval of Bond Abatement - AN ORDINANCE ABATING THE 2009 ROUND LAKE AREA PUBLIC LIBRARY DISTRICT TAX LEVY REGARDING THE PAYMENT OF PRINCIPAL AND INTEREST DUE ON GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2009
Cathy Warner made a motion to approve Bond Abatement Ordinance 10-28-2009-BONDABATE. Linda Kauffman seconded. On a roll call vote, all Trustees present (Kauffman, Klein, Ogilvie, Skorcz, and Warner) voted aye. Motion carried.
- d. Banning A Patron for Behavioral Misconduct
Brad Ogilvie made a motion to ban a patron for a period of three years for behavioral misconduct that occurred on Monday, October 19, 2009. Cathy Warner seconded. On a roll call vote, the following Trustees voted aye: Kauffman, Ogilvie, Skorcz, and Warner. Abstained: Klein. Motion carried.

e. Approval of Attorney of Record

Cathy Warner made a motion to approve Jerry Dietz as the library's permanent Attorney of Record. Linda Kauffman seconded. On a roll call vote, all Trustees present (Kauffman, Klein, Ogilvie, Skorcz, and Warner) voted aye. Motion carried.

f. Appointment of New Trustee

To date the library has not received any letters of interest in the open Trustee position. Jim listed the places notice of the vacancy was posted. Jim reposted the ad with a deadline of November 16 to allow more time for interested parties to submit letters of interest for the November Board meeting. No motion made; no action taken.

g. Approval to Purchase Staff Holiday Gift Cards

Linda Kauffman made a motion to approve the purchase of gift cards for each employee in the amount of \$75.00 per card from K-Mart/Sears. Shari Skorcz seconded. On a roll call vote, all Trustees present (Kauffman, Klein, Ogilvie, Skorcz, and Warner) voted aye. Motion carried.

11. General Good and Welfare

12. Executive Session for the purpose of discussing the selection of a person to fill a public office:

No motion, No discussion, No action

13. Adjournment

Cathy Warner made a motion to adjourn the meeting at 7:20 p.m. Diane Klein seconded. All Trustees present (Kauffman, Klein, Ogilvie, Skorcz, and Warner) voted aye. Motion carried.

Respectfully submitted,

Margarita Rodriguez,
Recording Secretary