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**ROUND LAKE AREA LIBRARY  
BOARD OF TRUSTEES  
BOARD MEETING MINUTES  
REGULAR MEETING  
MINUTES  
Meeting Room  
September 26, 2012 – 6:00 p.m.**

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

**1. Call to Order**

President Cathy Warner called the meeting to order at 6:10 p.m.

**2. Roll Call**

Charlie Foy	P	Anne Richmond	P
Mandy Hollingsworth	P	Patty Smart	A
Diane Klein	P	Cathy Warner	P
Ron Repa	A		

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	P

**3. Pledge of Allegiance**

All present recited the Pledge

**4. Approval of Agenda**

Anne Richmond made a motion to approve the agenda as presented. Diane Klein seconded. All Trustees present, Foy, Hollingsworth, Klein, Richmond and Warner, voted Aye. Motion carried.

President Cathy Warner appointed Charlie Foy as Secretary Pro Tem.

**5. Public Introductions and Comments**

Fred Schlipf and Diane Schlipf, Library Building Consultant

**6. Approval of Minutes**

a. Budget and Appropriations Hearing Minutes for August 22, 2012:

Mandy Hollingsworth made a motion to approve the Budget and Appropriations Hearing Minutes for August 22, 2012. Charlie Foy seconded. All Trustees present, Foy, Hollingsworth, Richmond and Warner, voted Aye. Trustee Klein abstained. Motion carried.

b. Regular Board Meeting Minutes for August 22, 2012:

Anne Richmond made a motion to approve the Regular Board Meeting Minutes for August 22, 2012. Mandy Hollingsworth seconded. All Trustees present, Foy, Hollingsworth, Richmond and Warner, voted Aye. Trustee Klein abstained. Motion carried.

## 7. Financial Business

a. Bookkeeping Report

b. Vendor's List - Warrant # 663

Mandy Hollingsworth made a motion to approve Warrant #663. Anne Richmond seconded. On a Roll Call vote all Trustees present, Foy, Hollingsworth, Klein, Richmond and Warner, voted Aye. Motion carried.

c. Investment Rates:

	Illinois Funds	PNC	Investments (aggregate)
May	.089%	0.25%	1.24%
June	.096%	.24%	1.24%
July	.089%	.25%	1.24%
August	.087%	.24%	1.24%

## 8. Communications

None

## 9. Library Director's Report

Jim DiDonato presented the Director's Report as written.

## 10. Action Items

a. Approve Certification of FY 2011-2012 Illinois Public Library Annual Report:

Anne Richmond made a motion to approve the Certification of FY 2011-2012 Illinois Public Library Annual Report, Charlie Foy seconded. All Trustees present, Foy, Hollingsworth, Klein, Richmond and Warner, voted Aye. Motion carried.

b. Approval of Certification of 2012 Per Capita Grant Application for FY 2012-2013:

Mandy Hollingsworth made a motion to approve the Certification of 2012 Per Capita Grant Application for FY 2012-2013. Anne Richmond seconded. All Trustees present, Foy, Hollingsworth, Klein, Richmond and Warner, voted Aye. Motion carried.

c. Change October 12th Service Hours:

Anne Richmond made a motion to remain open October 12<sup>th</sup> instead of closing for a Staff In-service Day. Mandy Hollingsworth seconded. All Trustees present, Foy, Hollingsworth, Klein, Richmond and Warner, voted Aye. Motion carried.

d. Change Closing Time on November 21<sup>st</sup>:

Anne Richmond made a motion to close at 5:00 p.m. November 21<sup>st</sup>. Charlie Foy seconded. All Trustees present, Foy, Hollingsworth, Klein, Richmond and Warner, voted Aye. Motion carried.

e. Motion to Honor Trustee, Mandy Hollingsworth, for Service to the Library:

Cathy Warner made a motion to Honor Trustee, Mandy Hollingsworth, for Service to the Library. Anne Richmond seconded. All Trustees present, Foy, Hollingsworth, Klein, Richmond and Warner, voted Aye. Motion carried.

f. Appoint Treasurer to the Board of Trustees:

Cathy made a motion to appoint Anne Richmond as Treasurer to the Board of Trustees. Diane Klein seconded. All Trustees present, Foy, Hollingsworth, Klein, Richmond and Warner, voted Aye. Motion carried.

g. Appoint Trustee to Fill Vacant Position on Library Board:

President Cathy Warner asked Jim DiDonato to place an advertisement to seek applicants to fill the vacant position on Library Board and set up October interviews.

Library building consultant, Fred Schlipf, met with Trustees to discuss their plans, requests, and expectations for additional space in both the existing library building and an "ideal" building. Fred covered a very extensive set of topics. Fred will provide Trustees a draft of a preliminary Building Plan in time for the Board's October 24<sup>th</sup> meeting.

**11. Executive Session**

None

**12. General Good and Welfare**

**13. Adjournment**

President Cathy Warner adjourned the meeting at 9:13 p.m.

Respectfully submitted,

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Robbyn Allbee,  
Recording Secretary

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Patty Smart,  
Secretary, Library Board of Trustees