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**ROUND LAKE AREA LIBRARY
BOARD OF TRUSTEES
BOARD MEETING MINUTES
REGULAR MEETING
Meeting Room
October 23, 2013 – 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 6:00 p.m.

2. Roll Call

Charlie Foy P	Anne Richmond	P
Laura Frye P	Carolina Schottland	L 6:08
Diane Klein P	Cathy Warner	P

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	P
Israel Mateos, Library Assistant	P

3. Pledge of Allegiance

All present recited the Pledge of Allegiance

4. Approval of Agenda

Laura Frye made a motion to approve the Agenda as presented, Charlie Foy seconded. All Trustees present, Foy, Frye, Klein, Richmond and Warner, 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.

Maggie Rodriguez, Head of Circulation
Jerry Dietz, Library Attorney

Paul Inserra, Library Auditor

6. Approval of Minutes

- a. Regular Board Meeting Minutes for September 25, 2013:
Anne Richmond made a motion to approve the Regular Board Meeting Minutes for September 25, 2013. Diane Klein seconded. All Trustees present, Foy, Frye, Klein, Richmond and Warner, voted Aye. Motion carried.

7. Financial Business

- a. Bookkeeping Report
- b. Vendor's List - Warrant # 676
Anne Richmond made a motion to approve Warrant #676. Laura Frye seconded. On a Roll Call vote all Trustees present, Foy, Frye, Klein, Richmond and Warner, voted Aye. Motion carried.

- c. Investment Rates:

	Illinois Funds	PNC	Investments (aggregate)
June	.018%	.23%	
July	.015%	.23%	
August	.014%	.23%	
September	.010%	.23%	

8. Communications

- a. Illinois Library Association Review – Cathy Warner, Anne Richmond, Laura Frye, Israel Mateos: Cathy Warner, Anne Richmond and Laura Frye discussed the sessions they attended, including those on fundraising, building spaces, referenda, and collections. Israel Mateos discussed some ideas and programs he would like to implement, these ideas were well received by the Board.

9. Library Director's Report

Jim presented the Director's Report as written.

10. Action Items

- a. Approval of FY 2012-2013 Audit (75 ILCS 16/30-45; 35 ILCS 200/30-30 and 50 ILCS 310/1):

Paul Inserra reviewed the FY 2012-2013 with Trustees. Anne Richmond made a motion to approve the FY 2012-2013 Audit as presented. Laura Frye seconded. On a Roll Call vote all Trustees present, Foy, Frye, Klein, Richmond, Schottland and Warner), voted Aye. Motion carried.

- b. 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, 2013, AND ENDING JUNE 30, 2014 FOR ROUND LAKE AREA PUBLIC LIBRARY DISTRICT:

Charlie Foy made a motion to approve the Resolution 10-23-2013-TLE, Tax Levy Estimate, as presented. Diane Klein seconded. On a Roll Call vote all Trustees present, Foy, Frye, Klein, Richmond, Schottland and Warner, voted Aye. Motion carried.

- c. Set Date for Special Meeting, Tax Levy Hearing:

Laura Frye made a motion to conduct the Tax Levy Hearing at 5:55 p.m. on November 20, 2013 in the library's Meeting Room. Anne Richmond seconded. All Trustees present, Foy, Frye, Klein, Richmond, Schottland and Warner, voted Aye. Motion carried.

- d. Approval of Bond Abatement - AN ORDINANCE ABATING THE 2013 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:

Laura Frye made a motion to approve Ordinance Number 0-23-2013-BONDABATE, Abating the Bond Tax. Anne Richmond seconded. On a Roll Call vote all Trustees present, Foy, Frye, Klein, Richmond, Schottland and Warner, voted Aye. Motion carried.

- e. Participation in Accident, Catastrophic Care, Supplemental insurance Plan:

Laura Frye made a motion to approve AFLAC supplemental insurance as a voluntary additional benefit for the library employees. The library will incur no cost, outside of Administrative costs. Carolina Schottland seconded. On a Roll Call vote all Trustees present, Foy, Frye, Klein, Richmond, Schottland and Warner, voted Aye. Motion carried.

- f. Approval to Purchase Staff Holiday Gift Cards:
Charlie Foy made a motion to purchase gift cards for staff from Target in the amount of \$75.00 per card for each employee. Diane Klein seconded. On a Roll Call vote all Trustees present, Foy, Frye, Klein, Richmond, Schottland and Warner, voted Aye. Motion carried.

11. **Executive Session: None**

12. **General Good and Welfare**

13. **Adjournment**

President Cathy Warner adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Name: _____ Date: _____
Robbyn Allbee,
Recording Secretary

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