

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 MINUTES
REGULAR MEETING
MEETING ROOM
January 24, 2018 – 6:30 p.m.**

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 6:31 p.m.

2. Roll Call

Laura Frye P
Debbie Jones P
Diane Klein P
Kathy Oetker P

Anne Richmond P
Carolina Schottland 6:33 p.m.
Lisa Marie Smith P

Jim DiDonato, Executive Director P
Robbyn Allbee, Administrative Manager P
Marina Stevens, Head of Adult Services P

3. Pledge of Allegiance

4. Approval of Agenda

Debbie Jones made a motion to approve the agenda as presented. \Lisa Marie Smith seconded. All Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith, 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
- Joe Huberty, Library Architect
- Shaun Kelly, Library Architect
- Sandra Lopez, Head of Outreach Services

6. Approval of Minutes

A. Minutes of Regular Board Meeting for December 18, 2017 / ADJOURNED REGULAR MEETING (12/13/2017)

Debbie Jones made a motion to approve the Minutes of the Regular Board Meeting for December 18, 2017 / ADJOURNED REGULAR MEETING (12/13/2017).

Lisa Marie Smith seconded. The following Trustees, Frye, Jones, Klein, Oetker, Schottland and Smith, voted aye, Trustee Richmond abstained. Motion carried.

7. Financial Business

A. Bookkeeping Report

B. Vendor's List - Warrant # 727

Laura Frye made a motion to approve Warrant #727. Lisa Marie Smith seconded. On a roll call vote all Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

C. Investment Rates:

	Illinois Funds	State Bank of the Lakes
October	1.069%	.20%
November	1.089%	.20%
December	1.189%	.20%

8. Communications:

A. Adult Services Report – Marina Stevens

Marina Stevens gave a report that covered the X-Lab, upcoming events and programs, and past events. The Board thanked her and her staff for all their hard work.

9. Library Director's Report

- Joe Huberty discussed the Strategic Facility Plan
 - Cost estimates are approximately \$400 per square foot for a new building
 - A new building is a need, not a want
- Jerry felt that now is the time to bring in a Financial Advisor
 - The Board instructed Jim to get three quotes from Financial Advisors
 - Lisa Marie will send Jim an E-mail with the names of some Financial Advisors
- Carolina stated we should ask the Park District if they would sell this building to the library
 - Find minutes or news articles detailing the agreement from 1985
 - Find out more about the events around the transaction in 1985

10. Action Items

A. Discussion and Possible Action on Ratification of Semi-Annual Report of Receipts and Disbursements (30 ILCS 15/1 and 15/2) (50 ILCS 305/1)

Laura Frye made a motion to ratify the Semi-Annual Report of Receipts and Disbursements. Kathy Oetker seconded. All Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

B. Discussion and Possible Action on Intergovernmental Agreement with the Village of Round Lake Beach for Use of Card Catalogs for Seed Library

Laura Frye made a motion to approve the library enter into an Intergovernmental Agreement with the Village of Round Lake Beach for Use of Card Catalogs for Seed Library. Debbie Jones seconded. The following Trustees, Jones, Klein, Oetker, Richmond, Schottland and Smith, voted aye, Trustee Frye voted nay. Motion carried.

C. Discussion and Possible Action on Update to Board Bylaws

Laura Frye made a motion to approve amendments listed in an update to the Board Bylaws. Lisa Marie Smith seconded. All Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

- D. Discussion and Possible Action on Purchase of Computer and Network Backup Solution
Carolina Schottland made a motion to accept the proposal for a backup solution from Sikich in the amount of \$7,578.00. Laura Frye seconded. On a roll call vote, all Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.
- E. Discussion and Possible Action on Proposal for Architect Design Services with Engberg-Anderson for Roof Repair
Carolina Schottland made a motion to accept the proposal for Architect Design Services with Engberg-Anderson for Roof Repair, noting that the roof will be replaced. Lisa Marie Smith seconded. On a roll call vote, all Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.
- F. Discussion and Possible Action on Scheduling Special Meeting - Site Selection Subcommittee
No Action/No Motion

11. **Executive Session:** None

12. **General Good and Welfare**

13. **Adjournment**

President Anne Richmond adjourned the meeting at 8:43 p.m.

Respectfully submitted,

Name: _____ Date: _____

Robbyn Allbee, Recording Secretary

Name: _____ Date: _____

Kathy Oetker,
Secretary, Library Board of Trustees