

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 MINUTES
MEETING ROOM
July 25, 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 6:30 p.m.

2. Roll Call

Laura Frye	P	Anne Richmond	P
Debbie Jones	P	Carolina Schottland	P
Diane Klein	P	Lisa Marie Smith	P
Kathy Oetker	6:35 p.m.		

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	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, Carolina Schottland seconded. All Trustees present, Frye, Jones, Klein, 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.

Maggie Rodriguez, Head of Circulation
Marina Stevens, Head of Adult Services
Edith Basir, Volunteer Coordinator
Debbie Allen, Head of Youth Services

6. Approval of Minutes: Minutes of Regular Board Meeting for June 27, 2018

Debbie Jones made a motion to approve the Regular Board Meeting Minutes for June 27, 2018, Lisa Marie Smith seconded. All Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith voted aye. Motion carried.

7. **Financial Business**

- A. Bookkeeping Report
- B. Vendor's List - Warrant # 733

Laura Frye made a motion to approve Warrant #733, Lisa Marie Smith seconded. On a roll call vote all Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith voted aye. Motion carried.

8. **Communications:**

No additional communications

9. **Library Director's Report**

Jim presented the Director's Report as written

10. **Action Items**

- A. Action on FY 2017-2018 Year End Interfund Transfer Ordinance, 07-25-2018-IFT
Laura Frye made a motion to approve the FY 2017-2018 Year End Interfund Transfer Ordinance, 07-25-2018-IFT, Lisa Marie Smith seconded. On a roll call vote all Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.
- B. Discussion and Action of Unsupervised Minors Policy – First Reading
Lisa Marie Smith made a motion to approve the first reading of the Unsupervised Minors Policy, Kathy Oetker seconded. All Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith, voted Aye. Motion carried.
- C. Discussion and Action of R-Rated Videos Policy – First Reading
Anne Richmond made a motion to change the name of the policy to “Media Access Policy” and expand the verbiage of this policy to include all forms of media rather than focusing solely on “R-Rated” movies, Lisa Marie Smith seconded. All Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.
- D. Discussion and Action of Closed Session Minutes – First Half of Year (5 ILCS 120/2.06)
After conducting the First Half of Year Review of Closed Session Minutes, Diane Klein made a motion to keep the minutes closed, Deb Jones seconded. All Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland, and Smith, voted aye. Motion carried.
- E. Discussion and Possible Action on Scheduling Special Meeting – Planning Meeting
No motion / no action

11. **Executive Session:**

At 8:25 p.m., Anne Richmond made a motion to enter into Executive Session for the purpose listed below. Laura Frye seconded. All Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland, and Smith, voted aye. Motion carried.

- Review Closed Session Minutes - (5 ILCS 120/2(c)(21))
- Property - (5 ILCS 120/2(c)(5))
- Personnel - (5 ILCS 120/2(c)(1))

At 9:30 p.m., Laura Frye made a motion to reconvene the Regular Meeting. Deb Jones seconded. All Trustees present, Frye, Jones, Klein, Oetker, Richmond, Schottland, and Smith, voted aye. Motion carried.

12. **General Good and Welfare:** None

13. **Adjournment**

President Anne Richmond adjourned the meeting at 9:30 p.m.

Respectfully submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

Name: _____ Date: _____
Kathy Oetker,
Secretary, Library Board of Trustees