

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
REGULAR BOARD MEETING MINUTES
MEETING ROOM
May 24, 2023 – 6:30 p.m.**

Anyone interested in remotely attending this meeting should contact the library at least 24 hours before the meeting.

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 6:34 p.m.

2. Roll Call

Melanie Francisco P
Brittany Kearby P
Kathy Oetker 7:10 p.m.
Ana Perez P

Sherry Perkowitz P
Anne Richmond P
Karolyn Wessel P

Jim DiDonato, Executive Director P
Marina Stevens, Assistant Director P
Robbyn Allbee, Administrative Manager P

3. Pledge of Allegiance

All present recited the Pledge of Allegiance

4. Approval of Agenda

Melanie Francisco made a motion to move Action Items A., B, and C to immediately follow Public Introductions and Comments and to move Financial Business to the end of the meeting, Karolyn Wessel seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), 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.

John Haliotis, Head of IT; Jerry Dietz, Library Attorney; Travis J. Haley

6. Presentations:

John answered questions from the Board regarding their iPads and accessing the board packet website.

7. Approval of Minutes

- A. March 22, 2023 Regular Board Meeting Minutes
- B. April 12, 2023 Committee of Whole Meeting Minutes
- C. April 26, 2023 Regular Board Meeting Minutes
 - Sherry Perkowitz made a motion to approve all three sets of minutes, Melanie Francisco seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion carried.

8. Financial Business

- A. Bookkeeping Report
- B. Vendor's List - Warrant #791

- Kathy Oetker made a motion to approve Warrant 791, Brittany Kearby seconded. On a Roll Call vote all Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion carried.

9. Communications

Trustees were provided information on the upcoming annual ALA conference, status of the Library Systems Book Banning Act, House Bill 2789, the library's summer Newsletter, and talking (or "bragging") points to discuss at community meetings. Melanie Francisco suggested the library approve a policy stating the library adheres to the Library Systems Book Banning Act provided the bill is passed and the Governor signs it into law. John Haliotis discussed using Portal.Office.com for the Board.

10. Library Director's Report

Jim shared information about the document, Library Days & Dates, publications Serving our Public, Illinois Public Library Trustee Manual, and the Trustee Facts File, and their use as a resource for trustees.

11. Action Items

- A. Discussion and Possible Action on Appointing Trustee to Fill Vacant Position on Library Board
Anne Richmond made a motion to appoint Karolyn Wessel to the Board, Sherry Perkowitz seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, and Richmond), voted Aye. Motion carried.
- B. Swear In and Administer Oath of Office to New Trustee(s)
Melanie Francisco swore in Brittany Kearby, Ana Perez, Sherry Perkowitz, Anne Richmond and Karolyn Wessel.
- C. Discussion and Possible Action on Conducting Executive Officer Elections
Melanie Francisco made a motion to elect Anne Richmond as President, Sherry Perkowitz as Vice President, Kathy Oetker as Treasurer and Karolyn Wessel as Secretary, Brittany Kearby seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion carried.
- D. Discussion and Possible Action on Scheduling FY 2023-2024 Regular Board Meeting and Committee of the Whole Meeting Dates (5 ILCS 120/2.03 and 75 ILCS 16/30-50)2
Sherry Perkowitz made a motion to approve Regular Board meeting dates Option 1 with a change in start time to 6:45 p.m. beginning July 2023, and also approve the Committee of the Whole meeting dates without changes, Melanie Francisco seconded. All Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond, and Wessel), voted Aye. Motion carried.
- E. Discussion and Possible Action on Decennial Committee and Committee Meeting Schedule
Karolyn Wessel made a motion to approve Ordinance 2023-05-24-Decennial, An Ordinance Creating and Authorizing a Committee Pursuant to and in Compliance with the Decennial Committees on Local Government Efficiency Act, with the addition of two community residents and meeting dates to be determined at a later date, Ana Perez seconded. All Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond, and Wessel), voted Aye. Motion carried.
- F. Discussion and Possible Action on Scheduling Budget and Appropriation Hearing
Karolyn Wessel made a motion to set the B&A hearing for 6:40 p.m. on August 23, 2023, Melanie Francisco seconded. All Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond, and Wessel), voted Aye. Motion carried.
- G. Discussion and Possible Action on Appointing Trustees to Conduct Secretary's Audit for Past Fiscal Year: 2022-2023 (75 ILCS 16/30-65)
Karolyn Wessel made a motion to appoint Ana Perez and Melanie Francisco to conduct the Secretary's Audit, Brittany Kearby seconded. All Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond, and Wessel), voted Aye. Motion carried.
- H. Discussion and Possible Action on Ordinance 05-24-2023-BML, .02% Building Maintenance Levy (75 ILCS 16/35-5 and 10 ILCS 5/28-2)
Kathy Oetker made a motion to approve Ordinance 05-24-2023-BML, .02% Building Maintenance Levy, Sherry Perkowitz seconded. On a Roll Call vote, all Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond, and Wessel), voted Aye. Motion carried.

I. Discussion and Possible Action on Ordinance 05-24-2023-NON-RES-FEE, an Ordinance Setting Non-Resident Library Card Fee

Karolyn Wessel made a motion to approve Ordinance 05-24-2023-NON-RES-FEE setting the library's FY 2023-2024 Non-Res-Fee, Melanie Francisco seconded. On a Roll Call vote, all Trustees present, (Francisco, Kearby, Oetker, Perez, Perkowitz, Richmond, and Wessel), voted Aye. Motion carried.

J. Discussion and Possible Action on Anti-Bullying Policy
Tabled

12. **Executive Session**

No Executive Session

13. **General Good and Welfare**

14. **Adjournment**

President Anne Richmond adjourned the meeting at 8:27 p.m.

Respectfully Submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

Name: _____ Date: _____
Karolyn Wessel
Secretary, Library Board of Trustees