

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
August 26, 2009 – 6:00 p.m.**

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

1. Call to Order

Diane Klein called the meeting to order at 6:00 p.m.

2. Roll Call:

Sharon Fick	A	Shari Skorcz	P
Linda Kauffman	P	Patty Smart	P
Diane Klein	P	Cathy Warner	P
Brad Ogilvie	P		

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

3. Pledge of Allegiance

4. Approval of Agenda

Diane Klein made a motion to accept the Agenda with the addition of “B: Resignation Letter in Communications” Linda Kauffman seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried.

5. Public Introductions and Comments

Jerry Dietz, the Round Lake Area Library Attorney of record, was present.

6. Approval of Minutes

a. Review of Executive meeting minutes

No discussion; No motion; No action

b. Regular Board Meeting Minutes for July 22, 2009

Cathy Warner made a motion to accept the Regular Board Meeting Minutes for July 22, 2009, Diane Klein seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried

c. Executive Session Meeting Minutes for July 22, 2009

No discussion; No motion; No action

7. Financial Business

a. Bookkeeping Report

b. Vendor's List - Warrant # 626

Brad Ogilvie made a motion to accept Warrant #626 in the amount of \$219,139.02 along with the transference of all monies from Associated Bank to the library's main checking account at National City, keeping a balance at Associated Bank only to cover outstanding checks written from the Associated Bank account. Linda Kauffman seconded. On a roll call vote, all Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried

c. Investment Rates:

i. Illinois Funds		ii. Associated Bank	
April	0.401%	April	0.25%
May	0.272%	May	0.25%
June	.233 %	June	0.25%
July	.174 %	July	0.25 %

8. Communications

a. Department Report – Rich Erikson, Adult Services

Rich Erikson gave a rousing report and review of activities in the Adult Services department.

b. Trustee Resignation

Trustee, Sharon Fick, sent an electronic copy of her resignation to Diane Klein shortly before this Board meeting. Trustees agreed they would like to have a formal, signed letter of resignation.

c. Tax Assessment Appeal:

The library received a notice of a tax assessment appeal by the Alpine Country club.

9. Library Director's Report: Jim DiDonato presented the Director's Report as written.

- a. Per Capita Grant Review Items: Trustees were presented with a list of topics to review for this year's Per Capita Grant application. Trustees initiated a cursory review of these topics but will review these in more detail at the September 23rd Board meeting.

10. Action Items

- a. Approval of Bids for "Green Light Re-Lamp Conversion" Project

Cathy Warner made a motion to table the Approval of Bids for the "Green Light Re-Lamp Conversion" Project to the September 23rd Board meeting. Linda Kauffman seconded, the following Trustees, (Kauffman, Ogilvie, Skorcz, Smart and Warner), voted Aye. The following Trustees, (Klein) abstained. Motion carried. Trustees directed Jim to find out the reasons for the variance in bid price between the four bids received.

- b. Approval of Contractor for Repaving the Parking Lot

Diane Klein made a motion to table the Approval of Contractor for Repaving the Parking Lot to the September 23rd Board meeting. Shari Skorcz seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried. Trustees instructed Jim to find out the reason for the variance in the three quotes received.

- c. **DISCUSSION AND ACTION ON A RESOLUTION ADOPTING A FINAL FORM OF AN ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2009, AND ENDING JUNE 30, 2010**

Cathy Warner made a motion to approve Ordinance 08-26-2009-BAO - FINAL FORM OF AN ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2009, AND ENDING JUNE 30, 2010. Linda Kauffman seconded. On a Roll Call vote, all Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried.

- d. Approval of Certification of FY 2008-2009 Illinois Public Library Annual Report

Brad Ogilvie made a motion to approve the Certification of FY 2008-2009 Illinois Public Library Annual Report, Cathy Warner seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried.

e. Approval of FY 2008-2009 Secretary's Audit

Diane Klein made a motion to approve the FY 2008-2009 Secretary's Audit conducted by Brad Ogilvie and Linda Kauffman. Linda Kauffman seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried.

f. Approval of Salary Adjustment Equalization

Cathy Warner made a motion to approve the Salary Adjustment Equalization. Linda Kauffman seconded. On a Roll Call vote, the following Trustees, (Kauffman, Ogilvie, Skorcz, Smart and Warner), voted Aye. The following Trustees, (Klein) voted Nay. Motion carried

g. Approval of Updated Salary Schedule

Linda Kauffman made a motion to approve an Updated Salary Schedule. Brad Ogilvie seconded. On a Roll Call vote, the following Trustees, (Kauffman, Ogilvie, Skorcz and Smart), voted Aye. The following Trustees, (Klein, Warner) voted Nay. Motion carried

11. **General Good and Welfare**

12. **Executive Session**

Diane Klein made a motion to enter Executive Session at 8:01 p.m. Linda Kauffman seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried.

Diane Klein made a motion to exit Executive Session at 8:10 p.m., Shari Skorcz seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried.

Diane Klein made a motion to enter into the Regular Board meeting at 8:11 p.m. Shari Skorcz seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried.

13. **Adjournment**

Shari Skorcz made a motion to adjourn at 8:20 p.m. Patty Smart seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz, Smart and Warner), voted Aye. Motion carried.

Respectfully Submitted,

Robbyn Allbee
Recording Secretary