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**ROUND LAKE AREA LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
Meeting Room
May 26, 2010 – 6:00 p.m.**

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

1. Call to Order

President Diane Klein called the meeting to order at 6:02 p.m.

2. Roll Call:

Mandy Hollingsworth	A	Shari Skorcz	A
Linda Kauffman	A	Patty Smart	P
Diane Klein	P	Cathy Warner	P
Brad Ogilvie	P		
Jim DiDonato, Executive Director			P
Robbyn Allbee, Administrative Manager			A
Rich Erikson, Head of Adult Services			P

Diane Klein appointed Patty Smart, Secretary Pro-tem

3. Pledge of Allegiance: All present recited the Pledge of Allegiance.

4. Approval of Agenda:

Diane Klein made a motion to accept the agenda as presented with the noted change that Rich Erikson will be providing this month's department report for Adult Services to Trustees. Patty Smart seconded. All Trustees present, Klein, Ogilvie, Smart and Warner, voted aye. Motion carried.

5. Public Introductions and Comments: No public present

6. Approval of Minutes:

a. Regular Board Meeting Minutes for April 28, 2010:

Cathy Warner made a motion to accept the Regular Board Meeting Minutes for April 28, 2010. Patty Smart seconded. All Trustees present, Klein, Ogilvie, Smart and Warner, voted aye. Motion carried.

7. Financial Business

- a. Bookkeeping Report
- b. Vendor’s List - Warrant # 635 in the amount of \$175,143.83:
Brad Ogilvie made a motion to accept Warrant # 635 in the amount of \$175,143.83. Cathy Warner seconded. On a roll call vote all Trustees present, Klein, Ogilvie, Smart and Warner, voted aye. Motion carried.
- c. Investment Rates:

i. Illinois Funds		ii. National City/PNC	
December	.121%	December	0.54%
January	.097%	January	0.55%
February	.090%	February	0.50%
March	.0106%	March	0.54%

8. Communications

- a. Department Report – Rich Erikson, Head of Adult Services:
Rich presented Trustees with a preview of the upcoming “Scare up a Good Read” themed Summer Reading Club and provided Trustees samples of the prizes for signing up for this club. Rich also reviewed several recent programs and happenings in Adult Services. The Board thanked Rich for his informative report.
- b. The Board received copies of the following documents at the May 26 meeting: Jim’s time tracking spreadsheet, notice of the upcoming Chamber of Commerce to be held at the library on June 25th, and several copies of news articles on the Rick Bayless visit.

9. Library Director’s Report:

Jim presented the Director’s Report as written. Trustees noted that they would prefer to discuss prospective patron use policies at the June 23rd meeting.

10. Action Items

- a. Approve FY 2010-2011 Regular Board Meeting Dates (5 ILCS 120/2.03 and 75 ILCS 16/30-50):
Cathy Warner made a motion to approve FY 2010-2011 Regular Board Meetings to start at 6:00 in the library’s main Meeting Room on the following dates:

July 28, 2010
August 25, 2010
September 22, 2010
October 27, 2010
November 17, 2010
December 15, 2010
January 26, 2011
February 23, 2011
March 23, 2011
April 27, 2011
May 25, 2011
June 22, 2011

Brad Ogilvie seconded. All Trustees present, Klein, Ogilvie, Smart and Warner, voted aye. Motion carried.

- b. Approval of .02 Building Maintenance Levy (75 ILCS 16/35-5 and 10 ILCS 5/28-2):

Cathy Warner made a motion to approval Ordinance 05-26-2010-BML, .02 Building Maintenance Levy. Diane Klein seconded. All Trustees present, Klein, Ogilvie, Smart and Warner, voted aye. Motion carried.

- c. Approve Participation in Van Delivery Program for Interlibrary Loan:

Cathy Warner made a motion to approve a participation in a trial van delivery program for Interlibrary Loan not to exceed \$6,000 for an estimated period of three months. Patty Smart seconded. On a roll call vote all Trustees present, Klein, Ogilvie, Smart and Warner, voted aye. Motion carried.

- d. Set Special Meeting Date for Director's Performance Review:

No motion made; no action taken. Diane Klein asked Trustees to fill out the Director's Performance Review form as presented and return completed copies to her at the June 23rd Regular Meeting. Copies of the Director's Performance Review will be distributed to those not present at tonight's meeting.

11. **Executive Session:** None

12. **General Good and Welfare**

13. **Adjournment**

President Diane Klein adjourned the meeting at 8:19 p.m.

Name: _____ Date: _____

Robbyn Allbee,
Recording Secretary

Name: _____ Date: _____

Linda Kauffman, Secretary Pro-tem
Secretary, Library Board of Trustees