

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**  
**Committee of the Whole Meeting Minutes**  
**Meeting Room**  
**August 14, 2024 – 6:45 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.

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**1. Call to Order**

Vice President Sherry Perkowitz called the meeting to Order at 6:54 p.m.

**2. Roll Call**

Melanie Francisco A  
Brittany Kearby P  
Kathy Oetker P  
Ana Perez P

Sherry Perkowitz P  
Anne Richmond A  
Karolyn Wessel A

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

**3. Pledge of Allegiance**

All present recited the Pledge of Allegiance

**4. Approval of Agenda**

Motion: Brittany Kearby

Second: Ana Perez

Action: Carried by voice vote

**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.*

No public was present

**6. Presentation(s)**

**A. Engberg-Anderson; Architectural Services - Joe Huberty, Partner**

Joe Huberty discussed use of the following site characteristics: Size, accessibility, road traffic, availability, location, topography, hydrology, adjacent uses, transformative costs, and long term use of the surrounding area in narrowing site selection options.

Joe will use Lake County GIS as a source for topography, soil testing samples, etc...

Criteria specific to the function of a library that trustees should consider include: What the library wants/doesn't want in a site, Sloped site? Near a main road? Building to face North, South, East or West? What type of neighbor does the library want? Residential? Commercial? Main artery?

Once Joe receives the board's criteria and parameters he will need approximately three months to conduct a community wide survey.

Joe can have a program proposal to the library for the 8/28/2024 board meeting.

Capital Plan Update: Joe will provide the board a proposal to conduct detailed evaluations of systems listed for repair/replacement before 2030 in the Capital Plan. Data from these reports will be used in determining the timeframe for replacing various components. Systems up for consideration include:

- Elevator, evaluate the Hydraulics system to determine life span
- Lighting, look for low light areas that need better lighting

7. **Communications**

None

8. **Discussion Items**

- A. Direct Staff on Projects Related to Future of Library  
No discussion/No action

9. **General Good and Welfare**

10. **Adjournment**

Vice President Sherry Perkowski adjourned the meeting at 7:50 p.m.

Respectfully Submitted,

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Robbyn Allbee, Recording Secretary

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Karolyn Wessel  
Secretary, Library Board of Trustees