

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 22, 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.

1. Call to Order

President Anne Richmond called the meeting to order at 6:45 p.m.

2. Roll Call

Melanie Francisco	P	Sherry Perkowitz	P
Brittany Kearby	P	Anne Richmond	P
Kathy Oetker	6:50 p.m.	Karolyn Wessel	A
Ana Perez	P		
Jim DiDonato, Executive Director		P	
Marina Stevens, Assistant Director		P	
Robbyn Allbee, Administrative Manager		A	
Cheryl Clark, Administrative Services Assistant		P	

3. Pledge of Allegiance

All present recited the Pledge of Allegiance

4. Approval of Agenda

Motion: Melanie Francisco
Seconded: Sherry Perkowitz
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.

Jerry Dietz, Library Attorney (via Zoom); Travis Haley, Doug Kearney, Didi Witnik (via Zoom)

Doug Kearny asked about the Library District's tax rate and reminded everyone to recognize the reason for Memorial Day.

6. Presentation(s):

None

7. Approval of Minutes

A. April 24, 2024 Regular Board Meeting Minutes
Motion: Melanie Francisco
Seconded: Brittany Kearby
Action: Carried by Voice Vote

8. Financial Business

A. Bookkeeping Report
B. Vendor's List - Warrant 803 and 803A

Warrant 803

Motion: Kathy Oetker
Seconded: Anna Perez
Action: Carried by Roll Call Vote

Warrant 803A

Motion: Kathy Oetker

Seconded: Brittany Kearby

Action: Carried by Roll Call Vote

9. Communications

None

10. Library Director's Report

The report was presented as written. Jim and Marina discussed statistics for programs, waitlists and study room use with the Board of Trustees. Data shows over half of library programs requiring registration have a wait list. Study rooms are frequently fully booked and cannot accommodate use beyond the two available rooms. Jim shared information from the Communications and Engagement Department on times when partnership opportunities were lost due to demand for space in the library. Jim noted that two major IT projects have been quoted under what was budgeted for them. Trustees agreed it was appropriate to move forward with these projects.

11. Action Items

- A. Discussion and Possible Action on Scheduling FY 2024-2025 Regular Board Meeting and Committee of the Whole Meeting Dates (5 ILCS 120/2.03 and 75 ILCS 16/30-50)
Motion to approve the schedule offered in the Director's Report.
Motion: Brittany Kearby
Seconded: Melanie Francisco
Action: Carried by Voice Vote

- B. Discussion and Possible Action on Scheduling Budget and Appropriation Hearing
Motion to schedule the Budget and Appropriations hearing for the five minutes before the Regular Board Meeting on August 28, 2024
Motion: Melanie Francisco
Seconded: Brittany Kearby
Action: Carried by Voice Vote

- C. Discussion and Possible Action on Appointing Trustees to Conduct Secretary's Audit for Past Fiscal Year: 2023-2024 (75 ILCS 16/30-65)
Sherry Perkowitz volunteered to conduct the Secretary's Audit for Fiscal Year 2023-2024. President Anne Richmond suggested appointing Karolyn Wessel to be the second trustee for that task, if she agrees, but offered herself as second if Karolyn cannot do it. No formal action on motion.

- D. Discussion and Possible Action on Ordinance 05-22-2024-NON-RES-FEE, an Ordinance Setting Non-Resident Library Card Fee
Motion to approve Ordinance 05-22-2024-NON-RES-FEE in the amount of \$240.52
Motion: Melanie Francisco
Seconded: Sherry Perkowitz
Action: Carried by Roll Call Vote

12. Executive Session

None

13. General Good and Welfare

14. Adjournment

President Anne Richmond adjourned the meeting at 7:31 p.m.

Respectfully Submitted,

Name: _____ Date: _____
Cheryl Clark, Recording Secretary

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