

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  
REGULAR MEETING  
MINUTES  
Meeting Room  
November 20, 2013 – 6:00 p.m.**

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

**1. Call to Order**

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

**2. Roll Call**

Charlie Foy P	Anne Richmond	P
Laura Frye P	Carolina Schottland	P
Diane Klein P	Cathy Warner	A

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	P
Deb Allen, Head of Youth Services	P
Penny McMahon, Head of Technical Services	P
Sara Grimm, Cataloger	P

**3. Pledge of Allegiance**

All present recited the Pledge of Allegiance

**4. Approval of Agenda**

Anne Richmond made a motion to approve the Agenda as presented, Laura Frye seconded. All Trustee present, Foy, Frye, Klein, Richmond and Schottland, 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.

Maggie Rodriguez, Head of Circulation

**6. Approval of Minutes**

a. Regular Board Meeting Minutes for October 23, 2013:

Anne Richmond made a motion to approve the Regular Board Meeting Minutes for October 23, 2013 as presented. Charlie Foy seconded. All Trustees present, Foy, Frye, Klein, Richmond and Schottland, voted aye. Motion carried.

## 7. Financial Business

a. Bookkeeping Report

b. Vendor's List - Warrant # 677

Anne Richmond made a motion to approve Warrant #677, Laura Frye seconded. On a Roll Call Vote, all Trustees present, Foy, Frye, Klein, Richmond and Schottland, voted aye. Motion carried.

c. Investment Rates:

	Illinois Funds	PNC	Investments (aggregate)
September	.010%	.23%	
October	.010%	.23%	
November	.032%	.23%	

## 8. Communications

a. Department Report – Deb Allen, Head of Youth Services:

Deb presented a very thorough and entertaining review of the great programs and projects completed by the Youth department the past six months. The Board thanked Debbie and the entire Youth Services department for their continued dedication.

b. Department Report – Penny McMahon, Head of Technical Services:

Penny Mc Mahon reported on the progress of processing materials through Technical Services

c. LIBER Book Fair Report – Penny McMahon and Sara Grimm:

Penny Mc Mahon and Sara Grimm reported on their trip to LIBER. The Board had many questions and asked them to do a follow up report in six months.

d. The Board received Thank You cards from the Staff for the Holiday Gift Cards.

## 9. Library Director's Report

Jim presented the report as written

## 10. Action Items

a. Approval of Tax Levy Ordinance – AN ORDINANCE PROVIDING FOR LEVYING AND ASSESSING TAXES OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2013, AND ENDING JUNE 30, 2014:

Carolina Schottland made a motion to approve the Tax Levy Ordinance as presented. Anne Richmond seconded. On a Roll Call Vote, all Trustees present, Foy, Frye, Klein, Richmond and Schottland, voted aye. Motion carried.

b. Banning A Patron for Stealing Library Material:

Laura Frye made a motion to permanently ban the family of the patron that the Round Lake Police Department found over 60 stolen items, unless and/or until that person's family petitions the Board to re-apply for reinstatement of access to the library building. Charlie Foy seconded. All Trustees present, Foy, Frye, Klein, Richmond and Schottland, voted aye. Motion carried. Trustees instructed Jim to discuss possibilities of obtaining the name of the patron's family, since the person arrested was a minor.

The Board also asked Jim to discuss pursuing a civil case against this family with the State's Attorney's Office.

**11. Executive Session: None**

**12. General Good and Welfare**

**13. Adjournment**

Vice President Diane Klein adjourned the meeting at 7:26 p.m.

Respectfully submitted,

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

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Laura Frye,  
Secretary, Library Board of Trustees