

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
January 22, 2014 – 6:00 p.m.**

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

1. Call to Order

President Cathy Warner called the meeting to order at 6:00 p. m.

2. Roll Call

Charlie Foy	P	Anne Richmond	P
Laura Frye	A	Carolina Schottland	6:15 p.m.
Diane Klein	P	Cathy Warner	P

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	P
Sandra Lopez, Head of Outreach Services	P

Cathy Warner appointed Charlie Secretary Pro-Tem

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 written. Charlie Foy seconded. All Trustees present, Foy, Klein, Richmond and Warner, 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 December 18, 2013:

Diane Klein made a motion to approve the Regular Board Meeting Minutes for December 18, 2013 as presented. Charlie Foy seconded. The following Trustees, Foy, Klein and Warner, voted Aye. Trustee Richmond Abstained. Motion carried.

7. Financial Business

a. Bookkeeping Report

b. Vendor's List - Warrant # 679

Anne Richmond made a motion to Approve Warrant #678. Charlie Foy seconded. On a roll call vote all Trustees present, Foy, Klein, Richmond and Warner, voted aye. Motion carried.

c. Investment Rates:

	Illinois Funds	PNC	Investments (aggregate)
September	.010%	.23%	
October	.010%	.23%	
November	.032%	.23%	
December	.027%	.23%	

8. Communications

Sandra Lopez introduced herself to the Board as the new Head of Outreach Services. Trustees welcomed Sandra to the library team and thanked her for joining our community at such an exciting time.

9. Library Director's Report

- Jim presented the Director's Report as written.
- The Board directed Jim to advertise for the open Trustee position.
- Trustees asked Jim to start the process of preparing the Meeting Room for a dedication ceremony in honor of Linda Kaufman, to be named The Honorable Linda Kauffman Meeting Room.

10. Action Items

a. Ratify Annual Report of Receipts and Disbursements for FY 2012-2013 (30 ILCS 15/1 and 15/2) (50 ILCS 305/1):

Anne Richmond made a motion to Ratify the Annual Report of Receipts and Disbursements for FY 2012-2013. Charlie Foy seconded. All Trustees present, Foy, Klein, Richmond, Schottland and Warner, voted aye. Motion carried.

b. Approve Adjustment to Bathroom Remodel Project:

Charlie Foy made a motion to approve an adjustment to the price estimate for the Bathroom Remodel Project. Carolina Schottland seconded. On a roll call vote, all Trustees present, Foy, Klein, Richmond, Schottland and Warner, voted aye. Motion carried.

11. **Executive Session:**

Closed session for the purpose of Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Section 2.06 (5 ILCS 120/2(c)(11).)

Charlie Foy made a motion to enter into Executive Session at 6:31 p.m. for the purpose of discussing litigation. Carolina Schottland seconded. All Trustees present, Foy, Klein, Richmond, Schottland, and Warner, voted aye. Motion carried.

Charlie Foy made a motion to reenter Regular Session at 7:07 p.m. Diane Klein seconded. All Trustees present, Foy, Klein, Richmond, Schottland, and Warner, voted aye. Motion carried.

12. **General Good and Welfare**

13. **Adjournment**

President Cathy Warner adjourned the meeting at 7:15 p.m.

Respectfully submitted,

Name: _____ Date: _____

Robbyn Allbee,
Recording Secretary

Name: _____ Date: _____

Charlie Foy,
Secretary Pro-Tem, Library Board of Trustees