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**ROUND LAKE AREA LIBRARY  
BOARD OF TRUSTEES  
BOARD MEETING MINUTES  
REGULAR MEETING, VIRTUAL  
~~MEETING ROOM~~  
ZOOM VIRTUAL MEETING  
January 27, 2021 – 6:30 p.m.**

ANYONE WISHING EXTRA ASSISTANCE ATTENDING THIS VIRTUAL 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.

Zoom Access Instructions:

Topic: Round Lake Area Library January, 27, 2021 Virtual Library Board Meeting  
Time: Jan 27, 2021 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89068446497?pwd=akVLWU00WmdrUy9CODlvN3FXS1Frdz09>

Meeting ID: 890 6844 6497

Passcode: 785576

One tap mobile

+13126266799,,89068446497#,,,,\*785576# US (Chicago)

+16468769923,,89068446497#,,,,\*785576# US (New York)

**1. Call to Order**

President Anne Richmond Called the Meeting to Order at 6:33 p.m.

**2. Roll Call**

Bryan Beyersdorf P

Sarah Duby P

Laura Frye P

Kathy Oetker A

Anne Richmond P

Carolina Schottland P

Lisa Marie Smith P

Jim DiDonato, Executive Director P

Marina Stevens, Assistant Director P

Robbyn Allbee, Administrative Manager P

**3. Pledge of Allegiance**

All present recited the Pledge of Allegiance

**4. Approval of Agenda**

Laura Frye made a motion to Approve the Agenda as presented, Carolina Schottland seconded. On a Roll Call vote all Trustees present, (Beyersdorf, Duby, Frye, Richmond, Schottland and Smith), 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.*

Jerry Dietz, Library Attorney; Maggie Rodriguez, Head of Circulation; Aleece Michalak, Children's Librarian; Julie Bachinger, Youth Services Library Assistant; Karen Sircher, Circulation; Sean Gilmartin, Head of Youth Services; Yolanda Prado, Youth Services Library Assistant.

**6. Consent Agenda**

- A. Approval of Minutes of Regular Board Meeting for December 16, 2020
- B. Approval of January, 2021 Financial Statements
- C. Approval of January, 2021 Bills for Payment, Warrant #763
- D. Ratify Semi-Annual Report of Receipts and Disbursements for Past Six Months (January-June, 2020) (50 ILCS 305/1 [semiannual])

Lisa Marie Smith made a motion to accept the Consent Agenda, Bryan Beyersdorf seconded. On a Roll Call vote all Trustees present, (Beyersdorf, Duby, Frye, Richmond, Schottland and Smith), voted Aye. Motion carried.

**7. Financial Business**

- A. Bookkeeping Report

**8. Communications**

**9. Library Director's Report`**

Department Statistics were discussed, including Virtual Programs and Circ check outs. The Mid Year budget was also discussed.

**10. Action Items**

- A. Second Half of Year Review of Closed Session Minutes (5 ILCS 120/2.06) and (5 ILCS 120/2(c)(21)  
Anne Richmond made a motion to keep the Executive Session Minutes closed, Laura Frye seconded the motion. On a Roll Call vote all Trustees present, (Beyersdorf, Duby, Frye, Richmond, Schottland and Smith), voted Aye. Motion carried.
- B. Discussion and Possible Action on Circulation Policy Update  
Tabled until February
- C. Discussion and Possible Action on Legacy Library Fees  
Carolina Schottland made a motion to waive Collection Agency, Damaged Material, Damaged or Missing Case, Processing Charge, and Replacement Cost fees charged to patrons accounts between 2002 and 2013, Sarah Duby seconded. On a Roll Call vote all Trustees present, (Beyersdorf, Duby, Frye, Richmond, Schottland and Smith), voted Aye. Motion carried
- D. Discussion and Possible Action on Library Extending Expired FFCRA Benefits for Employees  
Carolina Schottland made a motion to extend FFCRA benefits for employees until June 30, 2021, Laura Frye seconded. On a Roll Call vote all Trustees present, (Beyersdorf, Duby, Frye, Richmond, Schottland and Smith), voted Aye. Motion carried

**11. Executive Session: None**

**12. General Good and Welfare**

**13. Adjournment**

President Anne Richmond adjourned the meeting at 8:42 p.m.

Respectfully Submitted,

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

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Kathy Oetker,  
Secretary, Library Board of Trustees