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**ROUND LAKE AREA LIBRARY  
BOARD OF TRUSTEES  
BOARD MEETING MINUTES  
REGULAR MEETING, VIRTUAL  
~~MEETING ROOM~~  
ZOOM VIRTUAL MEETING  
March 24, 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 March 24, 2021 Virtual Library Board Meeting  
Time: Mar 24, 2021 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81278068730?pwd=S2Q0cmUzdXpEWGFnUW1BbFdxWlIJZz09>

Meeting ID: 812 7806 8730

Passcode: 939196

One tap mobile

+13126266799,,81278068730#,,,,\*939196# US (Chicago)

+13017158592,,81278068730#,,,,\*939196# US (Washington DC)

**1. Call to Order**

President Anne Richmond called the meeting to order at 6:33 p.m.

**2. Roll Call**

Bryan Beyersdorf	A	Anne Richmond	P
Sarah Duby	P	Carolina Schottland	6:35 p.m.
Laura Frye	6:37 p.m.	Lisa Marie Smith	P
Kathy Oetker	P		
Jim DiDonato, Executive Director	P		
Marina Stevens, Assistant Director	P		
Robbyn Allbee, Administrative Manager	A		

President Anne Richmond called for a suspension of the Open Meetings Act guidelines requiring an entity's executive officer to be physically present due to recent positive test results for COVID at the Library.

**3. Pledge of Allegiance**

All present recited the Pledge of Allegiance.

**4. Approval of Agenda**

Sarah Duby made a motion to approve the agenda as presented. Carolina Schottland seconded. On a Roll Call Vote, all Trustees present (Duby, Oetker, 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; Sean Gilmartin, Head of Youth Services; Aleece Michalak, Youth Librarian; Yolanda Prado, Youth Services Library Assistant; Melanie Francisco, resident; Michael Francisco, resident; Scott Harrod, resident.

**6. Approval of Minutes**

**A. Approval of Minutes of Regular Board Meeting for February 24, 2021**

Kathy Oetker made a motion to approve the Regular Board Meeting Minutes for February 24, 2021. Lisa Marie Smith seconded. On a Roll Call Vote, all Trustees present (Duby, Frye, Oetker, Richmond, Schottland, and Smith) voted Aye. Motion carried.

**7. Financial Business**

**A. Bookkeeping Report**

**B. Vendor's List - Warrant # 765**

Laura Frye made a motion to approve warrant # 765. Sarah Duby seconded. On a Roll Call Vote, all Trustees present (Duby, Frye, Oetker, Richmond, Schottland, and Smith) voted Aye. Motion Carried.

Executive Director, Jim DiDonato, noted that the accountant's report this month did not include the Per Capita Grant or the figures for certain interfund transfers, which were mentioned in his December report. Reports will be updated in preparation or a year-end budget report.

**8. Communications**

Executive Director, Jim DiDonato, shared pictures from the current shelving cleanup project and the Youth Services area redesign project.

**9. Library Director's Report**

Executive Director, Jim DiDonato, presented the Director's report as written. The proposed expansion of services on April 12, 2021 was discussed, including the redesigned Youth Services area and shelving cleanup projects which are expected to be complete before that date. Service changes for Election Day on April 6, 2021 were also discussed.

Led by Board President, Anne Richmond, and the Library's attorney, Jerry Dietz, Trustees discussed whether the April Regular Board Meeting would be held in-person, online, or a hybrid. Until the State of Illinois declares we are in Stage 5 of the pandemic plan, the Board President may still allow the board to meet online. After some discussion, Anne Richmond said that the April meeting will likely be held virtually unless we have reached Stage 5. It was felt that virtual participation was beneficial for public participation and that future meetings may include that option for the public, even after in-person meetings are required for Trustees.

Anne Richmond mentioned that she will attend a stakeholders' meeting about the Cedar Lake Realignment project on April 5<sup>th</sup> and will update the Board with a summary and impact on building plans.

A planning meeting or meetings to decide the direction of library plans was discussed. It was proposed that a schedule be set after the Board's Executive Officer election in May.

**10. Action Items:**

No Action Items this meeting.

**11. Executive Session :**

No Executive Session this meeting.

**12. General Good and Welfare**

**13. Adjournment**

President Anne Richmond adjourned the meeting at 7:48 p.m.

Respectfully Submitted,

Name \_\_\_\_\_ Date \_\_\_\_\_  
Cheryl Clark, Acting Recording Secretary

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