

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 MINUTES
REGULAR MEETING
MEETING ROOM
April 27, 2016 – 6:30 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 6:33 p.m.

2. **Roll Call:**

Mike Bock	P	Anne Richmond	P
Laura Frye	P	Carolina Schottland	P
Diane Klein	P	Cathy Warner	P
Kathy Oetker	P		

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	A
Deb Allen, Head of Youth Services	P
Cheryl Clark, Administrative Assistant	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 with the amendment that a review of the tax revenue situation would directly follow the Public Introductions and Comments. Laura Frye seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland, 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. **Gerald Dietz, Library Attorney; Martin Paulson, Chief Lake County Assessment Officer; Margarita Rodriguez, Circulation Manager; Edith Basir, Volunteer Coordinator; Sandra Lopez, Head of Outreach Services.**

6. **Tax Revenue Presentation**

Chief Assessment Officer for Lake County, Martin Paulson described the process used by the Assessor's Office to establish the value of properties throughout the county and how those values are adjusted by various market factors. He noted that Avon Township has seen stagnation or decline in property values over the last five or six years and an increase in homestead exemptions, causing revenue for taxing bodies to suffer. He noted that many

districts in our area are affected by the drop. While he said he expected the property values to rebound in the future, he was unclear about when that might be, suggesting that our local assessor may have a better feel for the factors that will affect our area in the next few years. The Board thanked Mr. Paulson for his time and expertise. During the period following the presentation, Gerald Dietz noted that fighting tax objections could cost more money than could be gained by winning the dispute. He also described how the Library funds without caps could only be used for very specific purposes and that bypassing the cap on the General Fund would require a referendum. The Board thanked him for his expert advice.

7. Approval of Minutes

a. Board Meeting Minutes for March 23, 2016

Anne Richmond made a motion to approve the Board Meeting Minutes for March 23,2016. Carolina Schottland seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland, and Warner voted Aye. Motion carried.

b. Special Meeting Minutes - Architectural Review Subcommittee - April 4, 2016

Mike Bock made a motion to approve the Special Meeting Minutes- Architectural Review Subcommittee for April 4, 2016. Anne Richmond seconded. Trustees Bock, Richmond, Schottland, and Warner voted Aye. Trustees Klein, Frye, and Oetker abstained. Motion carried.

8. Financial Business

a. Bookkeeping Report

b. Vendor’s List - Warrant # 706

Laura Frye made a motion to approve the corrected Warrant #706 in the amount of \$294,487.51. Anne Richmond seconded. On a Roll Call Vote, all Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland, and Warner voted Aye. Motion carried.

c. Investment Rates:

	Illinois Funds	State Bank of the Lakes
January	.204%	.20%
February	.241%	.20%
March	.269%	.20%

9. Communications:

a. Department Report – Head of Youth Services

Deb Allen and her dog, Holly led a tour of the Youth Services Department and answered questions about materials, furnishings and plans for the department. While leading the tour, Deb introduced the Youth Services Department’s bilingual team, Leslie and Julie, who were working at the Reference Desk that night. Deb provided the Board with “Read for the Win” pins, displaying the next Summer Reading Club theme and branding. The Board thanked her and her staff for their work.

In addition to the Department Report, Jim brought attention to the front page story in the Daily Herald about library spending on staff vs books. He felt that the directors interviewed did a good job of explaining the budget trends and the importance of library offerings beyond books. The library also received a Thank-You from the recipient of this year’s Chamber Scholarship Fund. Volunteer Coordinator Edith Basir thanked the Trustees for their service, giving them each mugs and especially noting Diane Klein’s 15 years of service and Anne Richmond’s 5 years with additional gift cards.

10. Library Director’s Report

- a. Jim Presented the Director’s Report as written, noting that the Community Survey included would be sent out to residents in the next week or two.

11. Action Items

- a. Approve FY 2016-2017 Regular Board Meeting Dates

Diane Klein made a motion to approve holding FY 2016-2017 Regular Board Meetings on the dates listed below at 6:30pm in the library’ Meeting Room. Anne Richmond seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland, and Warner voted Aye. Motion carried.

2016	2017
July 27	January 25
August 24	February 22
September 28	March 22
October 26	April 26
November 16	May 24
December 21	June 28

- b. Action on Closing Library for Staff Training

Laura Frye made a motion to close the Library for staff training on July 29, 2016. Mike Bock seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland, and Warner voted Aye. Motion carried.

- c. Action on Ordinance Setting Non-resident Library Card Fee

Laura Frye made a motion to approve the ordinance setting non-resident library card fee as written. Kathy Oetker seconded. After a brief discussion, on a Roll Call vote, all Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland, and Warner voted Aye. Motion carried.

- d. Action on Ordinance Providing for Disposal of Surplus Equipment

Mike Bock made a motion to approve the ordinance providing for the disposal of surplus equipment by donating the surplus computers to the Round Lake Area High School. Cathy Warner seconded. After some discussion, on a Roll Call vote, all Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland, and Warner voted Aye. Motion carried.

- e. Action on Study Room Policy

Anne Richmond made a motion to approve the Study Room Policy with one grammatical change in subject/verb agreement. Laura Frye seconded. All Trustees present, Bock, Frye, Klein, Oetker, Richmond, Schottland, and Warner voted Aye. Motion carried.

- f. Action on Rank Ordering Architectural Firms and Negotiating a Contract with Selected Firm in Accordance with Illinois Architectural, Engineering, and Land Surveying Qualifications Based Selection Act (30 ILCS 535/)

Anne Richmond made a motion to rank order architectural firms and negotiate a contract with the selected firm in accordance with Illinois Architectural, Engineering, and Land Surveying Qualifications Based Selection Act (30 ILCS 535/). Mike Bock seconded. After some discussion, the architectural firms were ranked from highest to lowest as:

1. Engberg Anderson Architects
2. Williams Architects

3. Dewberry Architects, Inc
4. Product Architecture + Design

On a Roll Call vote, Trustees Bock, Frye, Oetker, Richmond, Schottland, and Warner voted Aye. Trustee Diane Klein abstained. Motion carried.

12. **Executive Session:** None

13. **General Good and Welfare**

14. **Adjournment:**

President Cathy Warner adjourned the meeting at 8:24 p.m.

Respectfully submitted,

Name: _____ Date: _____

Cheryl Clark,
Recording Secretary

Name: _____ Date: _____

Anne Richmond,
Secretary, Library Board of Trustees