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**ROUND LAKE AREA LIBRARY
BOARD OF TRUSTEES
BOARD MEETING MINUTES
REGULAR MEETING
MEETING ROOM
August 24, 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 6:34 p.m.

2. Roll Call

Mike Bock P
Laura Frye P
Diane Klein P
Kathy Oetker A

Anne Richmond P
Carolina Schottland P
Cathy Warner P

Jim DiDonato, Executive Director P
Robbyn Allbee, Administrative Manager P
John Haliotis, Head of Information Technology P

3. Pledge of Allegiance

All present recited the Pledge of Allegiance

4. Approval of Agenda

Diane Klein made a motion to approve the agenda as written, Laura Frye seconded. All Trustees present, (Bock, Frye, Klein, 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.

Beth Keister and Sara Armstrong, Library Long Range Planners

6. Approval of Minutes

a. Budget and Appropriations Hearing Meeting Minutes for July 27, 2016

Diane Klein made a motion to approve the Budget and Appropriations Hearing Meeting Minutes for July 27, 2016, Laura Frye seconded. All Trustees present, (Bock, Frye, Klein, Richmond, Schottland and Warner), voted aye. Motion Carried.

b. Board Meeting Minutes for July 27, 2016

Laura Frye made a motion to approve the Board Meeting Minutes for July 27, 2016, Anne Richmond seconded. All Trustees present, (Bock, Frye, Klein, Richmond, Schottland and Warner), voted aye. Motion Carried.

c. Long Range Planning Meeting Minutes for August 3, 2016

Mike Bock made a motion to approve the Long Range Planning Meeting Minutes for August 3, 2016, Anne Richmond seconded. The following Trustees, (Bock, Klein, Richmond, Schottland and Warner), voted aye, Trustee Frye abstained. Motion Carried.

d. Site Selection Subcommittee Meeting for August 11, 2016

Anne Richmond made a motion to approve the Site Selection Subcommittee Meeting Minutes for August 11, 2016, Mike Bock seconded. The following Trustees, (Bock, Richmond, Schottland), voted aye. Trustees Klein and Warner abstained. Motion Carried

7. Financial Business

- a. Bookkeeping Report
- b. Vendor's List - Warrant # 710

Laura Frye made a motion to Approve Warrant #710, Anne Richmond seconded. On a roll call vote the following Trustees, (Bock, Frye, Klein, Richmond, Schottland and Warner), voted aye. Motion Carried.

c. Investment Rates:

	Illinois Funds	State Bank of the Lakes
May	.300%	.20%
June	.340%	.20%
July	.356%	.20%

8. Communications:

- a. Discussion on Mission Statement and Long Range Planning
The Board came to a consensus on the following mission statement:

To engage our community through resources and experiences that celebrate ideas, inspire creativity and enrich lives with exceptional personal service.

Trustees asked Jim to present the proposed mission statement to staff for comment. Trustees will further review and vote on approving a final version of the mission statement at a later meeting.

- b. Department Report – Information Technology
John updated the Board on a multitude of projects he has been working on. Those projects include: new gate counter, archival scanning software, air conditioning unit in computer server room, network monitoring systems, website updates, calendar software update, and configuring two adult services computers with a Spanish language interface. The Board thanked John for all his hard work.

9. Library Director's Report

Jim presented the report as written.

10. Action Items

- a. Action on Scheduling Special Meeting - Site Selection Subcommittee
Carolina Schottland made a motion to schedule a Special Meeting of the Site Selection Committee for September 8, 2016 at 6:30 pm in the library's Computer Classroom, Anne Richmond seconded. The following Trustees, (Bock, Frye, Klein, Richmond, Schottland and Warner), voted aye. Motion Carried.

- b. Action on FY 2015-2016 Year End Interfund Transfer Ordinance, 08-24-2016-IFT
Anne Richmond made a motion to approve the FY 2015-2016 Year End Interfund Transfer Ordinance, 08-24-2016-IFT, Carolina Schottland seconded. On a roll call vote the following Trustees, (Bock, Frye, Klein, Richmond, Schottland and Warner), voted aye. Motion Carried.

- c. Approve Certification of FY 2015-2016 Illinois Public Library Annual Report
Mike Bock made a motion to Approve Certification of FY 2015-2016 Illinois Public Library Annual Report, Carolina Schottland seconded. The following Trustees, (Bock, Frye, Klein, Richmond, Schottland and Warner), voted aye. Motion Carried.

11. Executive Session

12. General Good and Welfare

13. Adjournment

President Cathy Warner adjourned the meeting at 8:15 p.m.

Respectfully submitted,

Name: _____ Date: _____
Robbyn Allbee,
Recording Secretary

Name: _____ Date: _____
Anne Richmond,
Secretary, Library Board of Trustees