

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
REGULAR BOARD MEETING MINUTES
MEETING ROOM
September 27, 2023 – 6:45 p.m.**

Anyone interested in remotely attending this 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.

1. Call to Order

President Anne Richmond called the meeting to Order at 6:47 p.m.

2. Roll Call

Melanie Francisco P
Brittany Kearby P
Kathy Oetker A
Ana Perez P

Sherry Perkowitz P
Anne Richmond P
Karolyn Wessel 6:52 p.m.

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

Melanie Francisco made a motion to Approve the Agenda as presented, Sherry Perkowitz seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz and Richmond), 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; Travis Haily

6. Presentations:

7. Approval of Minutes

- A. August 23, 2023 Budget and Appropriations Hearing Minutes
- B. August 23, 2023 Regular Board Meeting Minutes
- C. September 13, 2023 Committee of Whole Meeting Minutes

Brittany Kearby made a motion to approve all three sets of minutes, Ana Perez seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz and Richmond), voted Aye. Motion carried.

8. Financial Business

- A. Bookkeeping Report
- B. Vendor's List - Warrant 795

Anne Richmond made a motion to Approve Warrant #795, Sherry Perkowitz seconded. On a Roll call vote all Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond, and Wessel), voted Aye. Motion carried.

9. Communications

The Board was presented information on our new Accessibility Hour, ILA Conference and an FY 2022-2023 Year End Interfund Transfer

10. Library Director's Report

Jim discussed the Referendum Ballot Language.

11. Action Items

A. Discussion and Possible Action on Agreement for Pre-Funding Design Services

Melanie Francisco made a motion to approve the Agreement for Pre-Funding Design Services with Engberg-Anderson in the amount of \$64,000, Karolyn Wessel seconded. On a Roll call vote all Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond, Wessel), voted Aye. Motion carried.

B. Discussion and Possible Action on Pre-Bid Process for New Public Computer Purchase

Karolyn Wessel made a motion to move forward with the Pre-Bid Process for New Public Computer Purchase, Ana Perez seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion carried.

C. Discussion and Possible Action on Resolution Providing for Administrative Amendments to Intergovernmental Agreement with Library Insurance Management and Risk Control Combination

Karolyn Wessel made a motion to approve the Resolution Providing for Administrative Amendments to Intergovernmental Agreement with Library Insurance Management and Risk Control Combination, Melanie Francisco seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion carried.

D. Discussion and Possible Action on Resolution Providing for Substantive Amendments to Intergovernmental Agreement with Library Insurance Management and Risk Control Combination

Karolyn Wessel made a motion to approve the Resolution Providing for Substantive Amendments to Intergovernmental Agreement with Library Insurance Management and Risk Control Combination, Melanie Francisco seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion carried.

E. Discussion and Possible Action on Notary Public Policy

Brittany Kearby made a motion to approve the Notary Public Policy as presented, Sherry Perkowitz seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion carried.

F. Discussion and Action on Banning a Patron

Karolyn Wessel made a motion to Ban a Patron for six months, Brittany Kearby seconded. All Trustees present, (Francisco, Kearby, Perez, Perkowitz, Richmond and Wessel), voted Aye. Motion carried.

12. Executive Session: No Executive Session

13. General Good and Welfare

14. Adjournment

President Anne Richmond adjourned the meeting at 8:15 p.m.

Respectfully Submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

Name: _____ Date: _____
Karolyn Wessel
Secretary, Library Board of Trustees