

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 AGENDA  
REGULAR MEETING  
MINUTES  
TEEN ZONE  
November 28, 2018 – 6:30 p.m.**

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 6:30 p.m.

**2. Roll Call**

Laura Frye	P	Anne Richmond	P
Diane Klein	P	Carolina Schottland	P
Kathy Oetker	P	Lisa Marie Smith	P
Jim DiDonato, Executive 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, Lisa Marie Smith seconded. All Trustees present, Frye, Klein, 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, Deb Allen, Edith Basir, Sarah Duby

**6. Approval of Minutes**

**A. Minutes of Regular Board Meeting for October 24, 2018**

Carolina Schottland made a motion to approve the Minutes of Regular Board Meeting for October 24, 2018, Lisa Marie Smith seconded. All Trustees present, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted Aye. Motion carried.

**7. Financial Business**

**A. Bookkeeping Report**

**B. Vendor's List - Warrant # 737**

Laura Frye made a motion to approve Warrant #737, Carolina Schottland seconded. On a Roll Call vote all Trustees present, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted Aye. Motion carried.

**8. Communications:**

- Thank You card from Staff for Holiday Gift Cards
- Norstates Bank Notice of Purchase by First Midwest Bank
- Ehlers Notice Regarding Discontinuing Business in Illinois
- State Bank of the Lakes Agreement Update -- i-Business Banking
- Lake County Journal 10/25/2018 featuring article about the Great Pumpkin Celebration
- **Flyers:**

- o New Book Club trifold flyer
- o Holiday Wrapping program Flyer
- o Scholastic Book Fair program flyer
- o Letter to Santa Package / Macy's Make A Wish program
- o RLA School District Community Partner Recognition Breakfast

**9. Library Director's Report:** Jim DiDonato review the Director's Report with Trustees

**10. Action Items**

- A. Discussion and Possible Action on Appointment of Trustee to Fill an Open Position on Library Board  
 Lisa Marie Smith made a motion to appoint Sarah Duby to fill the open position on the library Board, Carolina Schottland seconded. The following Trustees voted Aye, Klein, Oetker, Richmond, Schottland and Smith, Trustee Frye voted Nay. Motion carried.
- B. Discussion and Possible Action on Study Rooms Policy – First Reading  
 Laura Frye made a motion to accept the First Reading of the Study Room Policy, Kathy Oetker seconded. All Trustees present, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted Aye. Motion carried.
- C. Discussion and Possible Action on Ordinance 11-28-2018-TLO, Tax Levy Ordinance – AN ORDINANCE PROVIDING FOR LEVYING AND ASSESSING TAXES OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS, FOR 2018 TAX LEVY (THE FISCAL YEAR BEGINNING JULY 1, 2018, AND ENDING JUNE 30, 2019)  
 Kathy Oetker made a motion to Approve Ordinance 11-28-2018-TLO, Tax Levy Ordinance – AN ORDINANCE PROVIDING FOR LEVYING AND ASSESSING TAXES OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS, FOR 2018 TAX LEVY (THE FISCAL YEAR BEGINNING JULY 1, 2018, AND ENDING JUNE 30, 2019), Laura Frye seconded. On a Roll Call vote all Trustees present, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted Aye. Motion carried.
- D. Discussion and Possible Action on Placing Money in Investments  
 Carolina Schottland made a motion to follow the CD investment strategy suggested by Ken Herdmen to purchase six CD's in the amount of \$980,000.00, Diane Klein Seconded. All Trustees present, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted Aye. Motion carried.
- Carolina Schottland made a motion to move the remaining \$8,474.00 to the State Bank of the Lakes Max Safe account, Lisa Marie seconded. All Trustees present, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted Aye. Motion carried.
- E. Discussion and Possible Action on Tax Objectors Vs. County of Lake  
 Jerry Dietz noted there are no updates to the Tax Objectors Vs. Lake County, as the attorney for the County was unable to make a determination on the board's offer. Jerry will continue to monitor and report on this.

**11. Executive Session:** None

**12. General Good and Welfare**

**13. Adjournment**

President Anne Richmond adjourned the meeting at 8:09 p.m.

Respectfully submitted,

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

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