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**ROUND LAKE AREA LIBRARY
BOARD OF TRUSTEES
BOARD MEETING
REGULAR MEETING MINUTES
MEETING ROOM
January 23, 2019 – 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 6:32 p.m.

2. Roll Call

Sarah Duby	P	Anne Richmond	P
Laura Frye	P	Carolina Schottland	P
Diane Klein	P	Lisa Marie Smith	P
Kathy Oetker	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

Sarah Duby made a motion to accept the agenda as presented, Laura Frye seconded. All Trustees present, Duby, 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.

- Debbie Allen, Head of Youth Services
- Marina Stevens, Head of Adult Services
- Penny McMahon, Head of Technical Services

6. Approval of Minutes

A. Minutes of Regular Board Meeting for December 19, 2018:

Lisa Marie Smith made a motion to approve minutes of the Regular Board Meeting for December 19, 2018, Diane Klein seconded. All Trustees present, Duby, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

7. Financial Business

- A. Bookkeeping Report
- B. Vendor’s List - Warrant # 739A and 739B

Laura Frye made a motion to approve Warrant 739A, Kathy Oetker seconded. On a roll call vote, all Trustees present, Duby, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

Laura Frye made a motion to approve Warrant 739B, Kathy Oetker seconded. On a roll call vote, the following Trustees, Duby, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Trustee Frye abstained. Motion carried.

8. Communications:

- Cookbook Club bookmarks
- Seed Expo flyers
- Healthy Eating Strategies flyers
- Robin's Dog Stars flyers
- Everyday English flyers
- Closing Safe Deposit box at Midwest Bank: Robbyn noted the annual renewal for our safe deposit box is coming due. Trustees agreed we can discontinue using the box. Diane and Laura will gather keys and close the box.

9. Library Director's Report

Report from Health Insurance Committee: Anne Richmond relayed results of the Health insurance Committee's research into alternate providers and the committee's recommendation.

The Health Insurance Committee, consisting of Anne Richmond, Kathy Oetker, John Haliotis, Nichole Watson, Maggie Rodriguez, Christi Robin, Robbyn Allbee, and Jim DiDonato, met with two insurance brokers between this past October and November to review alternate coverage options. The committee met with Catherine Sbarra from HealthCare Reform Benefit Solutions Inc. and Andrea Aguilar from Heil and Heil. Both brokers presented multiple plan options from leading health care providers. The plans providing any substantive savings do so by offering much reduced services and benefits. The committee agreed that drawbacks to alternative plans include uncontrolled renewal rates, less coverage, too limited availability of labs, insufficient drug formularies (prescription coverage), the added issue of not being able to rejoin WIN should the library decide to rejoin in the future, and are thus too severe a reduction in coverage for employees compared to any cost savings. Anne thanked the committee for scheduling presentations and pulling everything together for this project. Kathy Oetker also thanked staff for doing their due diligence and relayed her experience of becoming much more knowledgeable in the way of Insurance plans work. Trustees came to a consensus that the library will continue using the current plan with Wellness Insurance Network for healthcare insurance.

Maker Space: Kathy Oetker stated she's very excited that Marina Stevens will be at the Seed Expo demonstrating some of the new equipment the X-Lab has to offer.

10. Action Items

A. Discussion and Possible Action on Ratification of Semi-Annual Report of Receipts and Disbursements (30 ILCS 15/1 and 15/2) (50 ILCS 305/1):

Laura Frye made a motion to ratify the Semi-Annual Report of Receipts and Disbursements, Kathy Oetker seconded. All Trustees present, Duby, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

B. Discussion and Possible Action on Update to Veterans Supply Drive - Fine Forgiveness Program - During National Library Week: April 7-13, 2019:

This is an update/reworking of the fine forgiveness program approved at the December 19, 2019 board meeting. Kathy Oetker made a motion to approve a fines and fees forgiveness program during National Library Week, April 7th - 13th, whereby patrons can donate items to pay down fines and fees. Items donated will be given to Midwest Veterans Closet. Each item donated to the library will account for \$3.00 in fines or fees with an unlimited maximum donation. No trial / travel sizes accepted. This program is applicable only to items we own or are responsible for. We will not waive overdue fines/fees from other libraries or collection fees. This program is extended to any patron, whether a resident of the Round Lake Area Library or other district. All donation must be in new unopened condition. On a roll call vote, the following Trustees, Duby, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Trustee Frye voted nay. Motion carried.

C. Discussion and Possible Action on Tax Objectors Vs. County of Lake:

Library attorney, Jerry Dietz, sent the following note, "We had a status hearing last week and the [County] judge told their [plaintiff's] attorney that he needs to start circulating the orders. He [plaintiff's attorney] said that he's been busy.'

D. Discussion and Possible Action on Dress Code Guidelines:

Laura Frye made a motion to approve the Dress Code Guidelines as presented, Lisa Marie Smith seconded. All Trustees present, Duby, Frye, Klein, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

11. Executive Session

12. General Good and Welfare

13. Adjournment

President Anne Richmond adjourned the meeting at 7:33 p. m.