

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
January 22, 2020 – 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

Sarah Duby	P	Anne Richmond	P
Laura Frye	P	Carolina Schottland	P
Diane Klein	A	Lisa Marie Smith	P
Kathy Oetker	6:45 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

Lisa Marie Smith made a motion to approve the agenda as presented, Carolina Schottland seconded. All Trustees present, Duby, Frye, 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, Library Attorney; Debbie Allen and Hollie, Head of Youth Services and Library Therapy Dog; Penny McMahon, Head of Technical Services; Edith Basir, Volunteer Coordinator; Sean Gilmartin, soon to be Head of Youth Services; Julie Bachinger, Youth Services Librarian.

6. Approval of Minutes

A. Minutes of Regular Board Meeting for December 18, 2019

Sarah Duby made a motion to approve Minutes of the Regular Board Meeting for December 18, 2019, Laura Frye seconded. All Trustees present, Duby, Frye, Richmond, Schottland and Smith, voted aye. Motion carried.

7. Financial Business

A. Bookkeeping Report

B. Vendor's List - Warrant # 751

Laura Frye made a motion to approve Warrant #751, Lisa Marie Smith seconded. On a roll call vote, all Trustees present, Duby, Frye, Richmond, Schottland and Smith, voted aye. Motion carried.

8. Communications

Jim DiDonato introduced Sean Gilmartin as the new Head of Youth Services. The Board was given information regarding the Census 2020, Employee Assistance Program, Seed Expo, Give a Scarf-Leave a Scarf, Leader Dogs, Library Legislative Breakfast, Museum Adventure Pass, Trivia Night, and Taste of the Chamber.

9. Library Director’s Report

Jim DiDonato presented the Director’s Report as written.

10. Action Items

A. Discussion and Possible Action on Selecting Bid for Project to Replace Phone System

Sarah Duby made a motion to select the TechCom Systems Bid for Project to Replace Phone System with a \$1,000 contingency addition, Carolina Schottland seconded. On a roll call vote, all Trustees present, Duby, Frye, Oetker, Richmond, Schottland and Smith, voted aye. Motion carried.

11. Executive Session: None

12. General Good and Welfare

13. Adjournment

President Anne Richmond adjourned the meeting at 7:39 p.m.

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

Name: _____ Date: _____
Kathy Oetker,
Secretary, Library Board of Trustees