

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, VIRTUAL
~~MEETING ROOM~~
ZOOM VIRTUAL MEETING
October 28, 2020 – 6:30 p.m.**

ANYONE WISHING EXTRA ASSISTANCE ATTENDING THIS VIRTUAL 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.

Round Lake Area Library is inviting you to a scheduled Zoom meeting.

Topic: Round Lake Area Library October 28, 2020 Virtual Library Board Meeting
Time: Oct 28, 2020 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84829443453?pwd=VFNVZjd3a25ONjZxdE5aaXZoTkpPUT09>

Meeting ID: 848 2944 3453

Passcode: 759606

One tap mobile

+13126266799,,84829443453#,,,,,0#,,759606# US (Chicago)

+16468769923,,84829443453#,,,,,0#,,759606# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Germantown)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

Meeting ID: 848 2944 3453

Passcode: 759606

Find your local number: <https://us02web.zoom.us/u/kcOu9LrfW>

1. **Call to Order:** President Anne Richmond called the meeting to order at 6:34 p.m.

2. **Roll Call**

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

Jim DiDonato, Executive Director	P
Marina Stevens, Assistant Director	P
Robbyn Allbee, Administrative Manager	A

3. **Pledge of Allegiance:** All present recited the Pledge of Allegiance.

4. **Approval of Agenda**

Sarah Duby made a motion to approve the Agenda as presented. Laura Frye seconded. On a Roll Call vote, all Trustees present (Duby, Frye, Oetker, Richmond, Schottland and Smith) voted Aye. Motion carried.

President Richmond called for a suspension of the Open Meetings Act guidelines requiring an entity’s executive officer to be present due to recent positive test results for COVID at the library.

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; Edith Basir, Volunteer Coordinator; Aleece Michalak, Librarian; Kelly Glaser, Library Assistant; Andrea Villareal, Circulation; Karen Sircher, Circulation; John Haliotis, Head of IT; Sandra Lopez, Head of Outreach; Gail Wirtz, Technical Services; Sean Gilmartin, Head of Youth Services; Yolanda Prado, Library Assistant; Isabel Andrade, Circulation; Jose Abarca, resident.

Action Item A: Swear In and Administer Oath of Office to New Trustee

Secretary Kathy Oetker administered the Oath of Office and swore in new Trustee Anamelly Abarca. New Trustee Anamelly Abarca said that she could be called “Melly” in future.

Roll Call

Anamelly Abarca	P	Anne Richmond	P
Sarah Duby	P	Carolina Schottland	P
Laura Frye	P	Lisa Marie Smith	P
Kathy Oetker	P		
Jim DiDonato, Executive Director			P
Marina Stevens, Assistant Director			P
Robbyn Allbee, Administrative Manager			A

6. Approval of Minutes

A. Minutes of Regular Board Meeting for September 23, 2020

Lisa Marie Smith made a motion to approve the Regular Board Meeting Minutes for September 23, 2020. Kathy Oetker seconded. On a Roll Call vote, Anamelly Abarca abstained, all other Trustees present (Duby, Frye, Oetker, Richmond, Schottland and Smith) voted Aye. Motion carried.

B. Minutes of Special Board Meeting for October 21, 2020

Kathy Oetker made a motion to approve the Special Board Meeting Minutes for October 21, 2020. Carolina Schottland seconded. On a Roll Call vote, Anamelly Abarca abstained, all other Trustees present (Duby, Frye, Oetker, Richmond, Schottland and Smith) voted Aye. Motion carried.

7. Financial Business

- A. Bookkeeping Report
- B. Vendor’s List - Warrant # 760

Laura Frye made a motion to approve Warrant #760. Sarah Duby seconded. On a Roll Call vote, all Trustees present (Abarca, Duby, Frye, Oetker, Richmond, Schottland and Smith) voted Aye. Motion carried.

8. Communications

- Rx Mobile Pantry Calendar
- Try-It Illinois Information
- All Department Heads present introduced themselves and told a little about what their departments have been doing. Marina Stevens also supplied information about the Circulation Department on behalf of Head of Circulation Maggie Rodriguez.

9. Library Director's Report

Executive Director Jim DiDonato presented the Library Director's Report as written.

10. Action Items

B. Discussion and Possible Action on Tax Levy Estimate - RESOLUTION DETERMINING AMOUNT OF MONEY ESTIMATED TO BE NECESSARY TO BE RAISED BY TAXATION FOR 2020 TAX LEVY:

Library Attorney Jerry Dietz briefly explained the Tax Levy process for the benefit of the new Trustee and any of the public who were unfamiliar with it.

Laura Frye made a motion to adopt Resolution 10-28-20-TLE, RESOLUTION DETERMINING AMOUNT OF MONEY ESTIMATED TO BE NECESSARY TO BE RAISED BY TAXATION FOR 2020 TAX LEVY. Carolina Schottland seconded. On a Roll Call vote, all Trustees present (Abarca, Duby, Frye, Oetker, Richmond, Schottland and Smith) voted Aye. Motion carried.

C. Discussion and Possible Action on Setting Date for Tax Levy Hearing:

Lisa Marie Smith made a motion to schedule a Tax Levy hearing on November 18, 2020 at 6:25 p.m. Kathy Oetker seconded. On a Roll Call vote, all Trustees present (Abarca, 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 7:41 p.m.

Respectfully Submitted,

Name: _____ Date: _____
Cheryl Clark, Acting Recording Secretary

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