

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 28, 2022 – 6:30 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 6:31 p.m. pursuant to Executive Order 2022 – 21 COVID 19 EXECUTIVE ORDER NO. 113

2. Roll Call

Bryan Beyersdorf	P - Zoom	Sherry Perkowitz	P
Sarah Duby	P	Anne Richmond	P
Melanie Francisco	P - Zoom	Carolina Schottland	P - Zoom
Kathy Oetker	7:26 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

Sarah Duby made a motion to approve the Agenda, Sherry Perkowitz seconded. On a Roll Call vote, all Trustees Present, (Beyersdorf, Duby, Francisco, Perkowitz, Richmond and Schottland), 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
- Strategic Planning Committee Members: Sandra Lopez, Head of Community Engagement; Juan Diaz, Outreach Assistant; Tana Visser, Technical Services Assistant.

6. Consent Agenda (Approval of Minutes):

- A. August 2, 2022 – Strategic Planning Retreat
- B. August 24, 2022 - Budget and Appropriations Hearing
- C. August 24, 2022 – Regular Board Meeting

Sherry Perkowitz made a motion to approve all minutes on a Consent Agenda, Sarah Duby seconded. On a Roll Call vote, all Trustees Present, (Beyersdorf, Duby, Francisco, Perkowitz, Richmond and Schottland), voted aye. Motion carried.

7. Financial Business

- A. Bookkeeping Report
- B. Vendor's List - Warrant # 783

Kathy Oetker made a motion to Approve Warrant #783, Sarah Duby seconded. On a Roll Call vote, all Trustees Present, (Beyersdorf, Duby, Francisco, Oetker, Perkowitz, Richmond and Schottland), voted aye. Motion carried.

8. Communications

The Strategic Planning Committee, (Stevens, Lopez, Diaz, and Visser), presented the Board with a review of the planning process and overview of the proposed Strategic Plan. Anne asked trustees to convey any comments to her prior to the board’s vote on adopting the plan at the October board meeting.

9. Library Director’s Report

Jim presented the Library Director’s Report

10. Action Items

A. Discussion and Possible Action on Sick Leave Policy

Sarah DUBY made a motion to approve the Sick leave Policy with verbiage updates: change the phrase, “Appointments with a doctor or dentist” to “Appointments with a Health Professional,” Sherry Perkowitz seconded. On a Roll Call vote, all Trustees Present, (Beyersdorf, DUBY, Francisco, Oetker, Perkowitz, Richmond and Schottland), voted aye. Motion carried.

B. Discussion and Possible Action on Security Camera Policy

Trustees asked for clarification on the length of video retention, use of the system to monitor routine staff activities, and export of video/data recordings. This was tabled after discussion.

C. Discussion and Possible Action on a Resolution Authorizing Inclusion of Compensation as Earnings to the Illinois Municipal Retirement Fund under Internal Revenue Code Section 125 Plan

Carolina Schottland made a motion to approve Resolution 09-28-2022 IMRF, Sherry Perkowitz seconded. On a Roll Call vote, all Trustees Present, (Beyersdorf, DUBY, Francisco, Oetker, Perkowitz, Richmond and Schottland), voted aye. Motion carried.

D. Discussion and Possible Action on Scheduling a Meeting to Discuss a Building Project

Anne Richmond will send Trustees a Doodle Poll to pick a date and time everyone is available to attend a meeting to discuss the building project.

11. Executive Session: No Executive Session

12. General Good and Welfare

13. Adjournment

President Anne Richmond adjourned the meeting at 8:16 p.m.

Respectfully Submitted,

Name: _____ Date: _____

Robbyn Allbee, Recording Secretary

Name: _____ Date: _____

Sarah DUBY,
Secretary, Library Board of Trustees