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**ROUND LAKE AREA LIBRARY  
BOARD OF TRUSTEES  
BOARD MEETING AGENDA  
REGULAR MEETING  
Meeting Room  
April 22, 2009 – 6:00 p.m.**

All matters on the agenda may be discussed, amended, and acted upon, regardless of placement.

1. **Call to Order** Diane Klein called the meeting to order at 6:02 p.m.

2. **Roll Call:**

Sharon Fick	A	Brad Ogilvie	P
Rene Hernandez, Jr.	A	Shari Skorcz	P
Linda Kauffman	P	Cathy Warner	P
Diane Klein	P		

Jim DiDonato, Assistant Director	P
Robbyn Allbee, Administrative Manager	P

Diane Klein appointed Linda Kauffman as Secretary Pro Tem

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

4. **Approval of Agenda:**

The Agenda was amended to include Discussion Item a: Relamping the Library. Cathy Warner made a motion to approve the amended Agenda. Linda Kauffman seconded. All Trustee's present, (Kauffman, Klein, Ogilvie, Skorcz and Warner), voted Aye. Motion carried.

5. **Public Introductions and Comments :** Public present: Patty Smart, Gail Grunst, Rich Erikson, John Haliotis and Grayslake Library Trustee, Kent Rich

**6. Approval of Minutes**

- a. Regular Board Meeting for March 25, 2009  
Shari Skorcz made a motion to approve the Regular Board Meeting for March 25, 2009 as presented. Brad Ogilvie seconded. All Trustee's present, (Kauffman, Klein, Ogilvie, Skorcz and Warner), voted Aye. Motion carried.
- b. Executive Session Minutes for January 28, 2009  
Tabled to May
- c. Special Board Meeting Executive Session Minutes December 3, 2008  
Tabled to May

**7. Financial Business**

- a. Bookkeeping Report: Presented by Brad Ogilvie
- b. Vendor's List - Warrant # 622  
Brad Ogilvie made a motion to accept Warrant # 622 in the amount of \$134,556.97. Shari Skorcz seconded. On a roll call vote, all Trustees present, (Kauffman, Klein, Ogilvie, Skorcz and Warner), voted Aye. Motion carried.
- c. Investment Rates:

i. Illinois Funds		ii. Associated Bank	
February	.513%	February	0.25%
March	.967%	March	0.25%
April	.470%	April	0.00%

**8. Communications**

- a. Department Report – Adult Services  
Rich Erikson updated Trustees on projects in Adult Services.
- b. New Website Presentation – Web Team  
Briana Jackson, John Haliotis and Nichole Watson unveiled the new library website they helped design.

**9. Library Director's Report**

Jim reviewed the Library Director's Report as presented.

10. **Discussion Items**

a. Relamping the Library

Trustees discussed collaborating with Kelso-Burnette to re-lamp the library with energy efficient lighting and fixtures. The approximate cost would be \$34,000 (approximately \$42,500 with a \$8,500 ComEd rebate). Annual estimated savings are projected to be approximately \$12,000. The project would pay for itself in less than 3 years. Trustees instructed Jim to review the proposal and will discuss again at the May meeting.

11. **Action Items**

a. Approval of Election Results

Diane Klein made a motion to approve the official election results as canvassed and presented by the County Clerk's Office. Linda Kauffman seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz and Warner), voted Aye. Motion carried.

b. Approve Removal of Snack Vending Machine; Add Snack Counter

Linda Kauffman made a motion to remove the snack vending machine and add a snack counter. Brad Ogilvie seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz and Warner), voted Aye. Motion carried.

c. Select an Attorney of Record

Cathy Warner made a motion to hire Jerry Dietz as the library's Attorney of Record for a period of six months on an hourly basis rather than a retainer basis and reevaluate in October. Linda Kauffman seconded. On a roll call vote, all Trustees present, (Kauffman, Klein, Ogilvie, Skorcz and Warner), voted Aye. Motion carried.

d. Select an Investment Service Provider

Brad Ogilvie made a motion to approve the use of Community Investment Partners to invest library funds for a period of one year at a cost not to exceed .20% of assets under control and reevaluate in one year, pending review of the library's Investment Policy. Cathy Warner seconded the motion. On a roll call vote the following Trustees voted Aye: Kauffman, Ogilvie, Skorcz and Warner. The following Trustees voted Nay: Klein. Motion carried.

e. Approve Purchase of Van

Brad Ogilvie made a motion to purchase a Toyota Sienna for a purchase price not to exceed \$25,000.00. Linda Kauffman seconded. On a roll call vote all Trustees present, (Kauffman, Klein, Ogilvie, Skorcz and Warner), voted Aye. Motion carried.

- f. Approve Director's Contract  
No motion made; No action taken

12. **General Good and Welfare**

13. **Executive Session**

Cathy Warner made a motion at 7:54 p.m. to enter into Executive Session for the purpose of discussing Personnel. Linda Kauffman seconded. All Trustees present, (Kauffman, Klein, Ogilvie, Skorcz and Warner), voted Aye. Motion carried.

The Regular Board Meeting resumed at XXXXX.

14. **Adjournment:** XXXXX made a motion to adjourn the meeting at XXXXX. XXXXX seconded. The following Trustees present voted Aye: Kauffman, Klein, Ogilvie, Skorcz, and Warner. Motion carried.