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**ROUND LAKE AREA LIBRARY
BOARD OF TRUSTEES
BOARD MEETING MINUTES
REGULAR MEETING
Meeting Room
June 23, 2010 – 6:00 p.m.**

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

1. Call to Order

President Diane Klein called the meeting to order at 6:01 p.m.

2. Roll Call:

Mandy Hollingsworth	P	Shari Skorcz	P
Linda Kauffman	P	Patty Smart	A
Diane Klein	P	Cathy Warner	P
Brad Ogilvie	P		

Jim DiDonato, Executive Director	P
Robbyn Allbee, Administrative Manager	P
Gail Grunst, Head of Circulation	P
Maggie Rodriguez, Head of Shelving	P

3. Pledge of Allegiance

All present recited the Pledge of Allegiance

4. Approval of Agenda

Diane Klein made a motion to accept the agenda as presented. Mandy Hollingsworth seconded. All Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye. Motion carried.

5. Public Introductions and Comments: No public present

6. Approval of Minutes

a. Regular Board Meeting Minutes for May 26, 2010:

Cathy Warner made a motion to accept the Regular Board Meeting Minutes for May 26, 2010. Brad Ogilvie seconded. The following Trustees, Klein, Ogilvie and Warner, voted Aye. The following Trustees, Hollingsworth, Kauffman and Skorcz abstained. Motion carried.

7. Financial Business

- a. Bookkeeping Report
- b. Vendor's List - Warrant # 636
Brad Ogilvie made a motion to accept Warrant # 636 in the amount of \$199,764.15. Cathy Warner seconded. On a roll call vote, all Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye. Motion carried.

c. Investment Rates:

i. Illinois Funds		ii. National City/PNC	
February	.090%	February	0.50%
March	.0106%	March	0.54%
April	.123%	April	0.45%
May	.151%	May	0.44%

8. Communications

- a. Department Report – Maggie Rodriguez, Head of Shelving:
The Board thanked Maggie for all the hard work she and the shelvers do and expressed much appreciation to all for returning materials to the shelves in less than 24 hours.
- b. E-Mail regarding the current status of NSLS
- c. Report from 12th Annual Public Investors' Financial Symposium
- d. Friends Buffalo Wild Wings flyer
- e. Rough draft of proposed FY 2010 – 2011 budget

9. Library Director's Report: Jim discussed the Library Director's Report as presented.

10. Action Items

- a. Approve Participation in Wellness Insurance Network Plan:
Cathy Warner made a motion to approve participation in the Wellness Insurance Network Plan. Linda Kauffman seconded. On a roll call vote, all Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye. Motion carried.
- b. Adopt Prevailing Wage Ordinance, 06-23-2010-PW (820 ILCS 130/9):
Linda Kauffman made a motion to adopt Prevailing Wage Ordinance, 06-23-2010-PW (820 ILCS 130/9). Cathy Warner seconded. On a roll call vote, all Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye. Motion carried.

- c. Approve Thank You Letter to Village of Round Lake Beach for Use of Civic Center for Rick Bayless Visit:
Cathy Warner made a motion to approve Thank You Letter to Village of Round Lake Beach for Use of Civic Center for Rick Bayless Visit. Shari Skorcz seconded. All Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye. Motion carried.
- d. Appoint Trustees Review Secretary's Minutes for Past Fiscal Year (75 ILCS 16/30-65):
President Klein appointed Trustees Ogilvie and Hollingsworth to review Secretary's Minutes for past Fiscal Year (75 ILCS 16/30-65). Jim will make an appointment with Trustees to review the minutes.
- e. Approve Charging for Interlibrary Loan / Van Delivery Service:
Jim noted that Trustees may have a better set of data on ILL trends if they wait to review this option in two months. Cathy Warner made a motion to Table Approval of Charging for Interlibrary Loan / Van Delivery Service until the August meeting. Linda Kauffman seconded. All Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye. Motion carried.
- f. Review of Closed Session Minutes – First Half of Year (5 ILCS 120/2.06):
Cathy Warner made a motion to keep all Executive Session minutes closed. Linda Kauffman seconded. All Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye. Motion carried.

11. **Executive Session**

Closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. (5 ILCS 120/2(c)(1).)

Diane Klein made a motion to enter into Executive Session at 7:00 p.m. for the purpose of discussing Agenda Items F, G, and H; Closed Session minutes and Personnel. Mandy Hollingsworth seconded. All Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye.

Diane Klein made a motion to return to Regular Session at 7:50. Mandy Hollingsworth seconded. All Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye.

Action Items (continued):

- g. **Conduct Director's Performance Review:**
Jim and Trustees reviewed highlights of the year and thanked Jim for doing a good job carrying out the Board's directives and taking care of the library this past year.

- h. Approve Director's Contract:
Cathy Warner made a motion to approve Director's Contract effective the date the current contract expires. Brad Ogilvie seconded. On a roll call vote all Trustees present, Hollingsworth, Kauffman, Klein, Ogilvie, Skorcz and Warner, voted Aye. Motion carried.

12. General Good and Welfare

13. Adjournment

Diane Klein adjourned the meeting at 8:25 p.m.

Name: _____ Date: _____
Robbyn Allbee,
Recording Secretary

Name: _____ Date: _____
Shari Skorcz,
Secretary, Library Board of Trustees