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**ROUND LAKE AREA LIBRARY
BOARD OF TRUSTEES
BOARD MEETING
LONG RANGE PLANNING MEETING MINUTES
MEETING ROOM
August 3, 2016 – 6:30 p.m.**

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

1. Call to Order: President Cathy Warner called the meeting to order at 6:39 p.m.

2. Roll Call:

Mike Bock	P	Anne Richmond	P
Laura Frye	A	Carolina Schottland	P
Diane Klein	P	Cathy Warner	P
Kathy Oetker	P		

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

3. Pledge of Allegiance:

4. Approval of Agenda:

Anne Richmond made a motion to approve the agenda as written, Mike Bock seconded. All Trustees present, Bock, Klein, Oetker, Richmond, Schottland and Warner, 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.

- Long Range Planners Sarah Armstrong and Beth Keister

6. Communications:

Sarah Armstrong and Beth Keister discussed their findings with Trustees after focus groups, online surveys and in-person surveys were completed throughout the community.

Topics of discussion included:

- Formalizing the Library's goals in a new Long Range Plan
- Deciding the role the library wants to fulfill in the community
- Updating the library's mission statement
- Making the Library a destination
- Updating/renovating the current building to provide more space
- Improving community awareness of the Library

The Board was tasked with revamping the library's mission statement to help determine what role the library will serve in the community. Cathy Warner asked that each Trustee bring a mission statement to the August 24th regular board meeting for discussion.

Sarah Armstrong and Beth Keister will attend the August 24 board meeting to further discuss the mission statement and library goals.

7. Action Items

- a. Action on Long Range Plan: No action taken

8. General Good and Welfare

9. Adjournment: President Cathy Warner Adjourned the meeting at 8:19 p.m.

Respectfully submitted,

Name: _____ Date: _____

Robbyn Allbee,
Recording Secretary

Name: _____ Date: _____

Anne Richmond,
Secretary, Library Board of Trustees