

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
April 6, 2010

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:03 P.M.

Present were Hart, Konn, Kremer, Pauley, Sanchez, Semple, Threadgill, Webb, and Wright.

Also present were David Ruff, Executive Director; Lucia Khipple, Assistant Library Director and Youth Services Director; Mary Sebela, Circulation Services Director; Roy Minnich, Director of Building Services; Jennifer Collette, Director of Reference Services; Sharon Montague, Director of Special Services; Steve Rossi, Technical Services Associate; Pat Gottschlich, Administrative Services Coordinator; and Pat Konn.

II.

Mrs. Semple moved that:

THE SECRETARY'S MINUTES DATED MARCH 2, 2010 BE APPROVED AS SUBMITTED.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote.

Mrs. Threadgill moved that:

THE SECRETARY'S CLOSED MINUTES DATED MARCH 2, 2010 BE APPROVED AS SUBMITTED.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote.

III.

The meeting was open to the public for a period not to exceed twenty minutes. No members of the public chose to speak.

IV.

In the absence of Ms. Worth, Mrs. Montague, stated that there will be a Friends meeting next week.

V.

Educational Presentation Part I, there was no library visit report presented. Educational Presentation Part II, Library 50th Anniversary in Retrospect. Mr. Ruff stated that we had approximately 1,500 people attend and he has received many positive comments regarding the celebration. President Wright suggested that, next time, we have a microphone available to aid in hearing the speeches.

VI.

President Wright updated the 2010 Educational Presentations and 2010 Board Calendar and thanked those responsible for the Caribbean themed Volunteer Luncheon. President Wright reminded Board Members that Ethics Statements received by mail should be signed and returned by May 1, 2010. Also, President Wright and Mr. Ruff reported on a second tax meeting in Schaumburg and noted that the next meeting is scheduled on April 19, 2010 with a press conference to follow on April April 24, 2010.

VII.

Mr. Ruff reported that Circulation statistics increased by 3.8%, Program Attendance by 8.4%, and Internet Sessions by 4.5%, year-to-date.

VIII.

Mrs. Pauly, NSLS Representative, reported that NSLS is encouraging libraries to contact legislators on April 14, 2010, Illinois Library Day.

IX.

There was no Unfinished Business.

X.

- A. Mrs. Hart, Finance Committee Chair, stated that the Committee met today to review income and expenses.
- B. Mrs. Hart moved that:

ACCOUNTS PAYABLE DATED APRIL 2, 2010 IN THE AMOUNT OF \$279,211.51 BE APPROVED FOR PAYMENT.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a roll call vote.

- C. Mrs. Threadgill, Planning Committee Chair, said a meeting was held on April 5, 2010 to review vendor lists and bids received for the lower level remodeling project. No future meeting is scheduled.

D. Mrs. Webb moved that:

THE BOARD ACCEPT THE BID FOR PURCHASE OF LAMINATE CABINETS, COUNTERTOPS, AND SLATWALL FROM MILLWOOD, IN AN AMOUNT NOT TO EXCEED \$9,990.00, AS PRESENTED IN ATTACHMENT C - DATED 04/06/10.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a roll call vote.

E. Mrs. Pauly moved that:

THE BOARD ACCEPT THE BID FOR PURCHASE OF MOVING SERVICES FROM ACE RELOCATION, IN AN AMOUNT NOT TO EXCEED \$26,036.38, AS PRESENTED IN ATTACHMENT D – DATED 04/06/10.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a roll call vote.

F. Mrs. Webb moved that:

THE BOARD ACCEPT THE BID FOR PURCHASE OF CARPET FROM COMMERCIAL CARPET, IN AN AMOUNT NOT TO EXCEED \$33,400.00, AS PRESENTED IN ATTACHMENT E – DATED 04/04/10.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a roll call vote.

G. Mrs. Kremer, Bylaws Committee Chair, said a meeting was held on March 24, 2010 to begin a review of Bylaws and Policy. A June 23, 2010 meeting is planned.

H. Mrs. Semple, Personnel Committee Chair, stated that a meeting is planned on April 13, 2010 to discuss Salary Classifications.

I. Mrs. Semple moved that:

THE COMMITTEE ENTER INTO CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) TO DUSCUSS SALARY, PERFORMANCE, AND REORGANIZATION ISSUES CONCERNING INFORMATION TECHNOLOGY STAFF AS PRESENTED IN CLOSED ATTACHMENT F – DATED 04/06/10.

Following a 5 minute recess, the Board entered into Closed Executive Session at 8:35 P.M.

J. The Board returned to open session at 9.25 P.M.

K. Mrs. Semple moved that:

THE BOARD APPROVE THE INFORMATION TECHNOLOGY PLAN SUBMITTED BY ADMINISTRATION AND REVIEWED UNDER 5 ILCS 120/2 (C)(1).

Following the opportunity for discussion, the question was called and on a voice vote the motion carried unanimously.

L. Mrs. Pauly, Development Committee Chair, stated that a meeting was held on March 16, 2010. Mrs. Pauly asked that the Board Surveys be returned to Ruth Wagner by April 23, 2010.

M. Mrs. Pauly moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(21) TO DISCUSS THE EXECUTIVE DIRECTOR'S ANNUAL PERFORMANCE REVIEW AND GOALS FOR 2010 AS PRESENTED IN CLOSED ATTACHMENT G –DATED 04/06/10.

The Board entered into Closed Executive Session at 9:30 P.M.

N. The Board returned to open session at 9:45 P.M.

O. Mr. Konn stated that he is resigning from the Library Board of Trustees following the June 2010 meeting. Mr. Konn said that he will continue to serve the Library on the Planning Committee. President Wright thanked him and expressed appreciation for Mr. Konn's years of service to the Library and Library Board.

There was no Other New Business.

XI.

Mrs. Threadgill moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 9:52 P.M.

Marsha Kremer _____
Secretary - Rolling Meadows Library Board

Date _____