

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
September 7, 2010

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:02 P.M.

Present were Cavi, Hart, Kremer, Pauly, 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; Jennifer Collette, Director of Reference Services; Sharon Montague, Director of Special Services; Mary Constance Back, Readers' Services Director; Joyce Schweda, Technical Services Director; Sabri Kecici, Building Services Director; Jim Larsen, 7<sup>th</sup> Ward Alderman and City/Library Liaison; and Pat Gottschlich, Administrative Services Coordinator.

President Wright welcomed new Building Services Director Sabri Kecici and roundtable introductions were made.

II.

Mrs. Threadgill moved that:

**THE SECRETARY'S MINUTES DATED AUGUST 3, 2010 BE APPROVED AS SUBMITTED.**

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

Mrs. Semple moved that:

**THE SECRETARY'S CLOSED MINUTES DATED AUGUST 3, 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 the Friends attended a meeting in

Palatine for area library Friends groups to share information. The next Book Sale is scheduled November 11 – 14, 2010.

V.

Mr. Ruff and Ms. Gottschlich presented an overview of the 2010/2011 Per Capita Grant requirements. Mr. Ruff reviewed applicable core standards to meet the Legal, Trustee, and Standards Review requirements. Ms. Gottschlich reviewed the “going green” profile and the updated Technology Plan, as required this year.

VI.

President Wright reviewed the 2010 Board Calendar and Educational Presentations and noted that copies of the Committee List and Board of Trustees and City Council Representative List were included in the Board folders.

VII.

Mr. Ruff reviewed statistics and noted that the numbers for Circulation, Questions Asked, Program Attendance, and Internet Sessions are all up following the re-opening of the Youth Services Department. Mr. Ruff discussed van delivery and merger rumors regarding Illinois Library Systems and also stated that the City is seeking a grant to support an extension of the bike path that runs along Salt Creek.

VIII.

There was no Unfinished Business.

IX.

- 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 SEPTEMBER 2, 2010 IN THE AMOUNT OF \$270,203.58 BE APPROVED FOR PAYMENT.**

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

- C. Mr. Ruff presented a review of the FY2011 Draft Budget explaining the pay rate increase methodology and a breakdown of key variables including Income, Personnel, Materials, Operating Costs, and Reserve Funds.
- D. Mrs. Threadgill, Planning Committee Chair, stated that no meeting was held and none are scheduled.

E. Mrs. Semple moved that:

**THE BOARD ACCEPT THE BID FOR PARKING LOT PAVING REPAIRS FROM JSI LTD. IN AN AMOUNT NOT TO EXCEED \$8,795.00, AS LISTED IN ATTACHMENT D – 09/07/10.**

Following the opportunity for discussion, the question was called. The motion carried unanimously on a roll call vote contingent upon the marking or photographing of the areas of repair covered by this bid.

F. Mrs. Threadgill moved that:

**THE BOARD ACCEPT THE BID FOR TUCKPOINTING AND MASONRY REPAIR FROM D&M CONTRACTORS, NOT TO EXCEED \$5,475.00, AS PRESENTED IN ATTACHMENT E – 09/07/10.**

Following the opportunity for discussion, the question was called. The motion carried unanimously on a roll call vote contingent upon the photographing of the areas of repair covered by this bid.

G. Mrs. Webb moved that:

**THE BOARD ADOPT THE GOING GREEN PLAN AS PRESENTED IN ATTACHMENT F – 09/07/10.**

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

H. Mrs. Semple moved that:

**THE BOARD ADOPT THE TECHNOLOGY PLAN AS PRESENTED IN ATTACHMENT G – 09/07/10.**

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

I. Mrs. Kremer, Bylaws Committee Chair, stated that no meeting was held and a meeting is scheduled on September 23, 2010 to continue the policy review.

J. Mrs. Semple, Personnel Committee Chair, reported that no meeting was held and a meeting is scheduled on September 23, 2010.

K. Mrs. Pauly, Development Committee Chair, stated that no meeting was held but one will be scheduled to set the 2011 Educational Agenda and Board Meeting dates.

L. Mrs. Threadgill moved that:

**THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(21) TO DISCUSS MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT AS PART OF THE SEMI – ANNUAL REVIEW MANDATED BY SECTION 2.06 AS PRESENTED IN CLOSED ATTACHMENT H – 09/07/10.**

The motion carried unanimously on a voice vote.

Following a 5 minute recess, the Board entered into Closed Executive Session at 9:14 P.M. and reviewed closed session minutes as part of the semi – annual review mandated by section 2.06 as presented in closed attachment H – 09/07/10.

M. The Board returned to open session at 9:19 P.M.

N. Mrs. Semple moved that:

**THE CLOSED MINUTES RECOMMENDED FOR RELEASE AND REVIEWED UNDER 5 ILCS 120/2(C)(21) IN ATTACHMENT H – 09/07/10 NO LONGER NEED CONFIDENTIAL TREATMENT AND MAY BE MADE AVAILABLE FOR PUBLIC INSPECTION.**

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

O. No items were discussed during Other New Business.

X.

Mrs. Webb moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 9:21 P.M.

Peg Webb \_\_\_\_\_  
Secretary - Rolling Meadows Library Board

Date \_\_\_\_\_