

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
March 1, 2011

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:56 P.M.

Present were Cavi, Hart, Kremer, Pauly, Sanchez, Semple, and Webb.

Also present were David Ruff, Executive Director; Lucia Khipple, Assistant Library Director and Youth Services Director; Mary Sebela, Circulation Services Director; Sharon Montague, Special Services Director; Jennifer Collette, Director of Reference 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.

Absent was: Threadgill.

II.

Mrs. Semple moved that:

**THE SECRETARY'S MINUTES DATED FEBRUARY 8, 2011 BE APPROVED AS SUBMITTED.**

After the following corrections:

**Section X. Item F, the motion carried on a voice vote with 0 Nays, 6 Ayes, and 3 Absent.**

Mrs. Semple moved that:

**THE SECRETARY'S MINUTES DATED FEBRUARY 8, 2011 BE APPROVED AS AMENDED.**

Following the opportunity for discussion, the motion carried unanimously on a voice vote.

Mrs. Kremer moved that:

**THE SECRETARY'S CLOSED MINUTES DATED FEBRUARY 8, 2011 BE APPROVED AS SUBMITTED.**

Following the opportunity for discussion, 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 reported that the Friends' Spring Book Sale will be held on March 17 – 20, 2011.

V.

Mrs. Khipple, Youth Services Director and Assistant Director of the Library, presented the Educational Presentation, "How to do a Great Storytime for Children".

VI.

President Wright reviewed the 2011 Board Calendar.

VII.

Mr. Ruff reviewed statistics using a new day by day reporting format which will clearly show relationships between measured activities and will be used as a scheduling and planning tool. Mr. Ruff stated that the annual Dr. Seuss' Birthday Celebration will be held on March 5, 2011. Mr. Ruff reported that a Candidates' Forum will be held at the Library on March 31, 2011. Also noted, the annual Library audit will begin on March 7, 2011.

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 FEBRUARY 25, 2011 IN THE AMOUNT OF \$150,597.64 BE APPROVED FOR PAYMENT.**

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

- C. In the absence of Mrs. Threadgill, the Planning Committee Chair, Mr. Sanchez reported that no meeting was held and none is scheduled.
- D. Mrs. Kremer, Bylaws Committee Chair, stated that a meeting will be held on March 24, 2011 to begin the annual Bylaws review.
- E. Mrs. Semple, Personnel Committee Chair, stated that a meeting will be held on March 24, 2011 to plan the 2011 meeting dates.
- F. Mrs. Pauly, Development Committee Chair, stated that a meeting is scheduled on March 8, 2011 to conduct the annual review of the Executive Director and his 2011 goals.
- G. Mrs. Webb 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 C – 03/01/11.**

Following a 5 minute recess, the Board entered into Closed Executive Session at 8:04 P.M. and reviewed items presented in Closed Attachment C – 03/01/11.

- H. The Board returned to Open Session at 8:12 P.M.
- I. Mrs. Semple moved that:

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

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

- J. No items were discussed under 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 8:14 P.M.

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 Peg Webb, Secretary  
 Rolling Meadows Library Board

Date \_\_\_\_\_