

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
May 3, 2011

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:05 P.M.

Present were Cavi, Kremer, Pauly, Semple, Swenson, Threadgill, and Webb.

Absent was: Sanchez

Also present were David Ruff, Executive Director; Lucia Khipple, Assistant Library Director and Youth Services Director; Mary Sebela, Circulation Services Director; Joyce Schweda, Technical Services Director; Sharon Montague, Special Services Director; Jennifer Collette, Director of Reference Services; Mary Constance Back, Readers' Services Director; Sabri Kecici, Building Services Director; Julie Tang, Financial Services Coordinator; Judy Walther, CPA, McClure, Inserra & Company; and Pat Gottschlich, Administrative Services Coordinator.

President Wright welcomed new Board Member Duncan Swenson and roundtable introductions were made.

II.

Mrs. Threadgill moved that:

**THE SECRETARY'S MINUTES DATED APRIL 5, 2011 BE APPROVED AS SUBMITTED.**

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

Mrs. Webb moved that:

**THE SECRETARY'S CLOSED MINUTES (8:44 P.M. START TIME) DATED APRIL 5, 2011 BE APPROVED AS SUBMITTED.**

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

**THE SECRETARY'S CLOSED MINUTES (8:05 P.M. START TIME) DATED APRIL 5, 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 stated that the Friends' held a meeting in March and reported that Spring Book Sale proceeds were lower than those of the Fall sale. Mrs. Montague announced that the Volunteer Luncheon will be held on May 14, 2011 at 12:30 P.M.

V.

Educational Presentation: 2010 Audit Report was presented under Section IX, Item A.

VI.

President Wright reported on the progress of the new Mary Hart Garden. The garden will provide additional outdoor seating for our patrons and will honor Mary Hart, our recently retired long-time Board Member. Mr. Ruff read a thank you card from Mrs. Hart.

VII.

Mr. Ruff explained the new format of the statistical reports and reviewed how the daily statistic numbers will aid in budget planning. Circulation and Visits are down year-to-date, but 2010 numbers included 50<sup>th</sup> Anniversary and pre-renovation figures. Mr. Ruff reported that our \$1,988.00 contribution to continue the NSLS (North Suburban Library System) van delivery service was returned to us as NSLS received a portion of the funding due it from the state.

VIII.

There was no Unfinished Business.

IX.

- A. Judy Walther, CPA, McClure, Inserra & Company, reviewed the Library's 2010 audit results and answered questions from those in attendance.
- B. Mrs. Webb, Interim Finance Committee Chair, stated that the Committee met today to review income and expenses.
- C. Mrs. Webb moved that:

**ACCOUNTS PAYABLE DATED APRIL 29, 2011 IN THE AMOUNT OF \$267,683.90 BE APPROVED FOR PAYMENT.**

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

- D. Mrs. Threadgill, Planning Committee Chair, stated that no meeting was held and none is scheduled.
- E. Mrs. Kremer, Bylaws Committee Chair, stated the Committee met on April 21, 2011 to complete the Bylaws review. A Policy review is scheduled at the May 19, 2011 meeting.
- F. Mrs. Semple, Personnel Committee Chair, stated a meeting was held on April 21, 2011 to review the Bloodborne Pathogen and the Illinois Religious Freedom Protection and Civil Union Policy. Salary Classifications will be reviewed at the May 19, 2011 meeting.
- G. Mrs. Semple moved that:

**THE BOARD ADOPT THE BLOODBORNE PATHOGENS POLICY AS PRESENTED IN ATTACHMENT C – 05/03/11.**

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

- H. Mrs. Semple moved that:

**THE BOARD ADOPT THE ILLINOIS RELIGIOUS FREEDOM PROTECTIONS AND CIVIL UNION ACT AS PRESENTED IN ATTACHMENT D – 05/03/11.**

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

- I. Mrs. Pauly, Development Committee Chair, stated that the May 5, 2011 meeting to review Board Survey results has been cancelled. A new date has not been scheduled.
- J. Other New Business

Congratulations were extended to President Wright on becoming a grandfather.

No additional items were discussed under Other New Business.

X.

Mrs. Threadgill moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 8:24 P.M.

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Marsha Kremer, Interim Secretary  
Rolling Meadows Library Board

Date \_\_\_\_\_