

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
November 6, 2012

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:00 P.M.

Present were: Cavi, Kremer, Pauly, Sanchez, Semple, Threadgill, and Webb.

Also present were David Ruff, Executive Director; Lucia Khipple, Library Assistant Director and Youth Services Director; Mary Sebela, Circulation Services Director; Joyce Schweda, Technical Services Director; Jennifer Collette, Reference Services Director; Sharon Montague, Special Services Director; Sabri Kecici, Building Services Director; and Pat Gottschlich, Administrative Services Coordinator.

Absent was: Swenson.

II.

Mr. Sanchez moved that:

THE SECRETARY'S MINUTES DATED OCTOBER 2, 2012 BE APPROVED AS SUBMITTED.

After the following corrections:

Section IX. Item H, “... to set the Volunteer Luncheon Date, April 6, 2012...” to read “...to set the Volunteer Luncheon Date, April 6, 2013...”

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 reported on a change to the Friends' Fall Book Sale scheduled in November. Due to the large number of youth books donated for the sale, a special Teachers' Sale will be held on November 14, 2012, with the Fall Sale scheduled from November 16 through November 18, 2012. Invitations for the special sale have been sent to area schools.

V.

The Educational Presentation, an E-Books & E-Audio Downloading Demonstration, was introduced by

Mr. Ruff and presented by Lucia Khipple and Jennifer Collette. Devices and formats were explained with questions answered throughout the demonstration. Brochures, organized by device, are available to aid patrons and staff in downloading E-Books and E-Audio items.

VI.

President Wright reminded those Trustees who have not yet completed the Open Meetings Act Training of the approaching deadline.

VII.

Mr. Ruff, Executive Director, noted that the west parking lot light pole was repaired and sidewalk repairs were made. Mr. Ruff reported that 72% of residents hold library cards. Regarding statistics, Year-to-Date Questions Asked and Visits are unchanged. Circulation and Internet Sessions figures are down, but Programming was up 9%. Mr. Ruff asked Mr. Cavi to report on a recent donation to the library from Randy Horner of the Horner Group, LTD which Mr. Cavi was instrumental in obtaining. Mr. Ruff thanked family members and a friend of a recently deceased patron who sent flowers and made a donation in his memory. Mrs. Khipple stated that the Park District is looking for a volunteer to be a “pronouncer” at a Park District Spring Spelling Bee for seniors.

VIII.

There was no Unfinished Business.

IX.

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

ACCOUNTS PAYABLE DATED NOVEMBER 2, 2012 IN THE AMOUNT OF \$413,793.70 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, stated that a meeting was held on October 17, 2012 to choose fabric samples for the chair designs approved last month and discuss the solution to correcting the color of the bench base in the Mary Hart Garden. Fabric samples were distributed and the next step is to develop a Request for Proposal to determine which supplier will provide the new chairs. No new meeting date is scheduled.
- D. Mrs. Kremer, Bylaws Committee Chair, said that no meeting was held and none is scheduled.
- E. Mrs. Semple, Personnel Committee Chair, said that no meeting was held and none is scheduled.

- F. President Wright, Heritage Committee Chair, said that no meeting was held but one is scheduled for January 17, 2013 at 10:05 A.M.
- G. Mrs. Pauly, Development Committee Chair, said a meeting was held on October 25, 2012 to establish Board meeting dates for 2013.

Mrs. Pauly moved that:

THE BOARD APPROVE THE RESOLUTION ESTABLISHING THE REGULAR MEETING DATES OF THE BOARD OF LIBRARY TRUSTEES OF THE CITY OF ROLLING MEADOWS, COOK COUNTY, ILLINOIS FOR 2013 AS PRESENTED IN ATTACHMENT C – 11/06/12

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. Ayes: 8, Nays: 0, Absent: 1.

- H. Mrs. Pauly presented a list of Possible Board Meeting Educational Presentations for 2013 for discussion. Suggestions for additional presentations will also be welcome.
- I. Other New Business:

Mrs. Threadgill asked whether a date has been chosen for the annual Holiday Party. It was explained that there weren't enough volunteers to form a committee, but alternative plans were under consideration.

No additional 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 8:26 P.M.

 Marsha Kremer, Secretary
 Rolling Meadows Library Board

Date _____