

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
January 10, 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, 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; Sharon Montague, Special Services Director; Jennifer Collette, Reference Services Director; Mary Constance Back, Readers' Services Director; Sabri Kecici, Building Services Director.

Absent were: Semple and Swenson.

Mrs. Semple entered the meeting at 7:03 P.M.

II.

Mrs. Threadgill moved that:

THE SECRETARY'S MINUTES DATED DECEMBER 6, 2011 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 reported that the Friends meeting was currently taking place in the Community Room and there was nothing further to report.

V.

Mr. Ruff, Library Executive Director, presented an overview of the contents of the 2012 Library Visits packets. Packets include chosen libraries, statistics, mileage, and petty cash reimbursement forms.

VI.

President Wright stated that the Illinois Library Association will be hosting the 2012 Trustee Forum in Oak Brook. The one day session will be held on February 4, 2012. There is also a one day session in Springfield.

VII.

Mr. Ruff, Executive Director, reported that 2011 year-end statistics including Visits and Circulation were down, probably due to the library closing for the weather. Current statistics show that the Number of Registered Borrowers is at 70.3% compared to last year's 65.3% of the population. Mr. Ruff said that donations in memory of Mary Hart are still coming in. Also, our Youth Services Assistant Director has resigned. Mr. Ruff reported that, once again, copper downspouts were stolen. It has been five months since the last theft. Solutions were discussed, including replacing the copper with aluminum downspouts. Mr. Ruff stated that he and Mrs. Khipple were looking into installing Wi Fi at the Library.

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 JANUARY 2, 2012 IN THE AMOUNT OF \$414,893.79
BE APPROVED FOR PAYMENT.**

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

- C. Mrs. Webb moved that:

**THE BOARD ENGAGE THE ACCOUNTING FIRM OF McCLURE, INSERRA OF
ARLINGTON HEIGHTS, IL TO CONDUCT THE LIBRARY'S ANNUAL AUDIT AS
PRESENTED IN ATTACHMENT C – 1/10/12.**

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 but one will be scheduled in February 2012.

E. Mrs. Kremer, Bylaws Committee Chair, stated that a meeting was held on December 20, 2011 to discuss the Unattended Child Policy and asked Mrs. Khipple to comment on the policy.

F. Mrs. Kremer moved that:

THE BOARD AMEND THE LIBRARY'S UNATTENDED CHILD POLICY, TO INCREASE THE MINIMUM AGE OF UNATTENDED CHILDREN IN THE LIBRARY FROM SEVEN TO EIGHT, AS PRESENTED IN ATTACHMENT D – 1/10/12.

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

G. Mrs. Kremer stated that the Bylaws Committee also discussed, and were advising against, allowing Board Members use of remote attendance at Board Meetings. Following a discussion the item was tabled until the time something in writing, specifically prohibiting remote attendance, could be presented to the Board.

H. Mrs. Semple, Personnel Committee Chair, stated that no meeting was held and none is planned.

I. President Wright, Heritage Committee Chair, stated that a meeting will be held at 10:00 A.M. on January 19, 2012.

J. Mrs. Pauly, Development Committee Chair, stated that no meeting was held and none is scheduled.

K. Mrs. Webb moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5ILCS 120/2(C)(8) & (11) TO DISCUSS SECURITY PROCEDURES AND LITIGATION OR LEGAL ACTION WHICH MAY AFFECT THE LIBRARY.

The motion carried unanimously on a voice vote.

L. The Board returned to Open Session at 9:04 P.M.

M. Mrs. Webb moved that:

THE BOARD PERMANENTLY BAR FROM THE LIBRARY THE PATRON REFERENCED IN POLICE CASE NUMBER 11-9049 AND INFORM THE PATRON BY LETTER OF THE BOARD ACTION.

The motion carried unanimously on a voice vote.

Mrs. Kremer moved that:

THE BOARD PERMANANETLY BAR FROM THE LIBRARY THE PATRON REFERENCED IN POLICE CASE NUMBER 11-9423 AND INFORM THE PATRON BY LETTER OF THE BOARD ACTION.

The motion carried unanimously on a voice vote.

N. Other New Business:

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 9:06 P.M.

_____ Date _____
Marsha Kremer, Secretary
Rolling Meadows Library Board