

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
February 7, 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; Sharon Montague, Special Services Director; Jennifer Collette, Reference Services Director; Mary Constance Back, Readers' Services Director; Sabri Kecici, Building Services Director.

Absent was: Swenson.

II.

Mrs. Threadgill moved that:

THE SECRETARY'S MINUTES DATED JANUARY 10, 2012 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 are distributing new membership cards to the Friends'. One side is a name tag for use at the book sales, and the other side contains library information. The next Book Sale is scheduled on March 15 – March 18, 2012.

V.

Mr. Ruff, Library Executive Director, postponed the overview of OSHA's (Occupational Safety and Health Act) Bloodborne Pathogen Training Procedures, and instead presented a discussion of new case law dealing with the right of registered sex offenders to use the library, with the need for the library to take action on a case by case basis.

VI.

President Wright reviewed and updated the Educational Presentation List for 2012. Mayor Rooney sent letters to those up for re-election, which encouraged those running for positions to meet with him if candidates are interested in doing so.

VII.

Mr. Ruff, Executive Director, reported that 2012 Circulation is up is up 11.7 % over last month. Visits are up 6% over last month and the percentage of population with library cards is at 70.8%. Mr. Ruff noted that, in addition to new displays to showcase new items added to the collection, the Readers' Services Department will be integrating blue ray items into the current collection.

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 YEAR-END 2011 IN THE AMOUNT OF \$80,100.27 BE APPROVED FOR PAYMENT.

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

Mrs. Webb moved that:

ACCOUNTS PAYABLE DATED JANUARY 2, 2012 IN THE AMOUNT OF \$201,907.43 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 February 2, 2012 to discuss the installation of a wireless network at the library. Attachment C provided a description of the wireless network. Labor, equipment, and furniture are all separate financial components.

D. Mrs. Threadgill moved that:

THE BOARD APPROVE THE INSTALLATION OF A WIRELESS NETWORK FOR PATRON USE ON LIBRARY PROPERTY, NOT TO EXCEED \$11,000.00, AS PRESENTED IN ATTACHMENT C - 02/07/12.

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

- E. Mrs. Kremer, Bylaws Committee Chair, stated that no meeting was held and none is scheduled.

Mrs. Kremer noted that The Unattended Child Policy approved at the December Board meeting will be distributed shortly.

- F. Mrs. Webb moved that:

THE BOARD APPROVE THE ISSUANCE OF NON-RESIDENT LIBRARY CARDS FOR THE NEXT TWELVE MONTHS AS PER 75 ILCS 5/4-7, AS PRESENTED IN ATTACHMENT D – 02/07/12.

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

- G. Mrs. Pauly moved that:

THE LIBRARY BOARD APPROVE PARTICIPATION IN THE RAILS LIBRARY SYSTEM'S RECIPROCAL BORROWING PROGRAM AS PRESENTED IN ATTACHMENT E – 02/07/12.

- 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 was held on January 19, 2012, to review the nomination form to be used by the Committee. Forms should be ready for use by April. The next meeting is schedule on February 16, 2012.

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

- K. Mrs. Threadgill moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR'S COMPENSATION AS PRESENTED IN CLOSED ATTACHMENT F – 02/07/12.

Following a 5 minute recess, the Board entered into Closed Executive Session at 8:40 P.M.

- L. The Board returned to Open Session at 8:45 P.M.

Mrs. Semple moved that:

EXECUTIVE DIRECTOR RUFF BE AWARDED A 2.4% RAISE, RETROACTIVE TO 1/01/12. PRESIDENT WRIGHT WAS ASKED TO WRITE A LETTER OF APPRECIATION EXPRESSING THE BOARD'S GRATITUDE TO MR. RUFF FOR ALL THAT HE DOES FOR THE LIBRARY.

The question was called. The motion carried unanimously on a voice vote.

M. 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 8:48 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____