

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
July 2, 2013

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:03 P.M.

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

Also present were David Ruff, Library Executive Director; Lucia Khipple, Library Assistant Director and Youth Services Director; Mary Constance Back, Readers' Services Director; Jennifer Collette, Reference Services Director; Mary Sebela, Circulation Services Director; Steve Rossi, Technical Services Director; Sharon Montague, Special Services Director; Sabri Kecici, Building Services Director; Jim Larsen, 7th Ward Alderman and City/Library Liaison; and Pat Gottschlich, Administrative Services Coordinator.

Absent was: Erturk.

President Wright welcomed the new Technical Services Director, Mr. Steven Rossi, to the meeting.

II.

Mrs. Threadgill moved that:

THE SECRETARY'S MINUTES DATED JUNE 4, 2013 BE APPROVED AS SUBMITTED.

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

Mrs. Pauly moved that:

THE SECRETARY'S CLOSED MINUTES DATED JUNE 4, 2013 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.

Mrs. Montague, Special Services Director, noted that the next Friends' meeting will be held on August 13, 2013. The Friends will march in the City's 4th of July Parade and the next Friends' Book Sale is scheduled July 18 through July 21, 2013. Mrs. Montague stated that the first of the Friends' funded chair orders has arrived and the new chairs are in use in the Reference Department.

V.

David Ruff, Library Director, presented An Overview of Per Capita Grant requirements. A Trustee Environmental Scan covering Strengths, Weaknesses, Opportunities, Threats, and Challenges to meeting the needs of the service area. Additional comments may be submitted before the August Board Meeting.

VI.

President Wright reported that the trip to visit the Burnham and Ryerson Libraries at the Art Institute has been scheduled on Tuesday, October 8, 2013.

VII.

Mr. Ruff, Executive Director, reviewed the statistical report. While Internet Session numbers continue to decline due to increased use of the Library's WI-FI system, Visits, Circulation, Program Attendance and Questions Asked are trending up. Mrs. Montague showed the group the Honorable Mention Award her Special Services Department received from the American Library Association. Mrs. Khipple reported that Dan Mauller's Explorer's Club presentation was well received at the American Library Association Conference. Mr. Ruff discussed the American Library Association's suggestion that Librarians be trained to assist patrons in choosing and enrolling in insurance plans under the Affordable Care Act.

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 JUNE 28, 2013 IN THE AMOUNT OF \$276,961.22 BE APPROVED FOR PAYMENT.

Following the opportunity for discussion, the question was called. The motion carried.

C. Mrs. Threadgill, Planning Committee Chair, stated that no meeting was held, but there are items to be discussed. The first, a family member's request that her father's middle initial be corrected on a commemorative plaque, was sent back to the committee for a recommendation. The second item was the proposals to repair to or replace the concrete base of the bench in the Mary Hart Garden.

D. Mrs. Webb moved that:

THE BOARD APPROVE OPTION ONE, NOT TO EXCEED \$2500.00 TO REPAIR THE CONCRETE IN THE MARY HART GARDEN AS PRESENTED IN ATTACHMENT C – 07-02-13.

Following the opportunity for discussion, the question was called.

The motion carried with a voice vote tally of 5 YES and 2 NO votes.

E. Mrs. Kremer, Bylaws Committee Chair, stated that no meeting was held but one is scheduled on July 24, 2013.

F. Mrs. Kremer moved that:

THE BOARD APPROVE THE UPDATED LEGACY PROJECT POLICY AS PRESENTED IN ATTACHMENT D – 07-02-13.

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

G. Mrs. Semple, Personnel Committee Chair, stated that a meeting was held on June 6, 2013 and another is scheduled on July 24, 2013 to continue the Handbook Review.

H. President Wright, Heritage Committee Chair, stated that no meeting was held but one is scheduled on September 12, 2013.

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

J. Mrs. Semple moved that:

THE BOARD APPROVE THE SLATE OF CANDIDATES TO SERVE AS BOARD OFFICERS.

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

K. Other New Business:

President Wright stated that he distributed a list of Board Committees. He requested that Board Members consider serving on those committees to advise him if they wish to change their current Committee assignments.

No other items were discussed under Other New Business.

X.

Mrs. Pauly moved that moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 8:29 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____