

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
February 5, 2013

I.

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

Present were: Horn, Kremer, Pauly, Semple, Swenson, and Webb.

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

Absent were: Cavi, Threadgill, and Wright.

There was a deviation from the regular agenda to allow introductions be made and to welcome our new Board member, Suzanne Horn.

II.

Mrs. Semple moved that:

THE SECRETARY'S MINUTES DATED JANUARY 8, 2013 BE APPROVED AS SUBMITTED.

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

Future Board Minutes will list the Board President's name under Also present..., as suggested.

Mrs. Pauly moved that:

THE SECRETARY'S CLOSED MINUTES DATED JANUARY 8, 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, stated that the Friends' next meeting is on February 12, 2013. Mr. Ruff noted that Requests for Proposal for replacement furniture, to be funded by the Friends', will be going out soon. The Spring Book Sale is scheduled to be held March 14 -March 17, 2013.

V.

The Educational Presentation, Status of the Healthcare Law and Its Impact on the Library, was presented by Patricia Gottschlich, Administrative Services Coordinator.

VI.

In the absence of President Wright, Mrs. Kremer reviewed the 2013 Educational Presentations.

VII.

Mr. Ruff, Executive Director, reviewed statistics noting that it is still too early to track any trends for 2013. Month to month comparisons will begin with next month's report. Mr. Ruff also discussed Wi-Fi good news, which is very popular. However, the bad news is that Wi-Fi statistics are, at this point, difficult to track with definitions of usage not yet available. Mr. Ruff also noted that e-book circulation has doubled over January 2012. Mr. Ruff discussed the increased presence of homeless persons in the library and noted that everyone is welcome at the library as long, as they are not disruptive to others.

VIII.

There was no Unfinished Business.

IX.

- A. Mrs. Webb, Finance Committee Chair, stated that the Committee met today to review income and expenses for month-end December 2012 in addition to January 2013.
- B. Mrs. Webb moved that:

ACCOUNTS PAYABLE DATED DECEMBER 31, 2012 IN THE AMOUNT OF \$108,745.90 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 2013 IN THE AMOUNT OF \$203,253.09 BE APPROVED FOR PAYMENT.

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

- C. In the absence of Mrs. Threadgill, Planning Committee Chair, Mr. Ruff noted that the next meeting is scheduled for February 19, 2013 to discuss this year's capital projects and furniture purchases.
- D. Mrs. Webb moved that:

THE BOARD POSTPONE THE DECISION REGARDING THE INSTALLATION OF AN ADDITIONAL ELEVATOR DOOR RESTRICTOR TO THE MARCH MEETING.

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

- E. Mrs. Kremer, Bylaws Committee Chair, stated that no meeting was held but a review of the Bylaws will be discussed at the February 21, 2013 meeting.
- F. Mrs. Semple, Personnel Committee Chair, stated that no meeting was held but one is scheduled for February 21, 2013.
- G. In the absence of President Wright, Heritage Committee Chair, Mrs. Semple presented three candidates nominated for inclusion into The Rolling Meadows Library Legacy.
- H. Mrs. Semple moved that:

THE BOARD APPROVE THE INCLUSION OF ANN FRASZ INTO THE ROLLING MEADOWS LIBRARY LEGACY PROJECT.

Following the opportunity for discussion, the question was called. The motion was approved by acclamation.

Mrs. Semple moved that:

THE BOARD APPROVE THE INCLUSION OF ANDREA WORTH INTO THE ROLLING MEADOWS LIBRARY LEGACY PROJECT.

Following the opportunity for discussion, the question was called. The motion was approved by acclamation.

Mrs. Semple moved that:

THE BOARD APPROVE THE INCLUSION OF MARY HIGHBERG INTO THE ROLLING MEADOWS LIBRARY LEGACY PROJECT.

Following the opportunity for discussion, the question was called. The motion was approved by acclamation.

I. Mrs. Pauly, Development Committee Chair, said that no meeting was held but one is scheduled for March 14, 2013 to discuss Mr. Ruff's goals and begin working on the Annual Board Survey.

J. Mrs. Pauly moved that:

**THE BOARD APPROVE THE ILLINOIS PUBLIC LIBRARY ANNUAL REPORT
FY2012-2013 FOR SUBMISSION TO THE ILLINOIS STATE LIBRARY AS
PRESENTED IN ATTACHMENT D – 02/05/13.**

After the following corrections:

Update of Board Members' term expiration dates.

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

K. Mrs. Webb moved that:

**THE BOARD POSTPONE AGENDA ITEMS K, L, AND M TO THE MARCH
MEETING.**

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

N. Other New Business:

Mr. Swenson, who is resigning from the Board due to scheduling reasons, was thanked for his service as a Board Member by those in attendance.

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 8:30 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____