

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
October 1, 2013

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:01 P.M.

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

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

Absent was: Kremer.

II.

Mrs. Semple moved that:

THE SECRETARY'S MINUTES DATED SEPTEMBER 3, 2013 BE APPROVED AS SUBMITTED.

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

Mrs. Threadgill moved that:

THE SECRETARY'S CLOSED MINUTES DATED SEPTEMBER 3, 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, reported that the Friends' did not have a meeting, but one is scheduled on October 8, 2013. The Fall Book Sale will be held beginning November 14, 2013.

V.

The Educational Presentation: A Discussion of Library Visits. Mrs. Webb, Mrs. Threadgill, Mrs. Pauly, Mrs. Khipple, and Mrs. Montague reported on visits to the Elmhurst, Oak Park, Downers Grove, and Addison Libraries. Mr. Cavi provided pictures to accompany a report on a visit to the Sister Bay/Liberty Grove Library in Door County, Wisconsin.

VI.

President Wright reviewed the itinerary for the October 8, 2013 Library trip to the Burnham and Ryerson Libraries at the Art Institute. Time will be available to view areas of interest in the museum.

VII.

Mr. Ruff reported on recent projects completed. Patron Appreciation Month and Library Sign Up Month were celebrated during the month of September. Mrs. Sebela reported that there were 4,053 entries in a raffle for either an iPod Nano or a Kindle Fire Hd.

VIII.

Mr. Ruff reported on the August statistics which showed Core Activity numbers trending up. Visits were up for the fifth month in a row while Circulation and Questions Asked continued to trend up. Board members reported on the positive patron comments received regarding the new book return.

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 SEPTEMBER 27, 2013 IN THE AMOUNT OF \$289,440.57 BE APPROVED FOR PAYMENT.

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

- C. Mrs. Webb moved that:

THE BOARD APPROVE THE FY2014 LIBRARY BUDGET AS PRESENTED IN ATTACHMENT C – 10/01/13.

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

D. Mrs. Threadgill, Planning Committee Chair, stated that no meeting was held, but it was a busy month completing projects studied at previous meetings. No future meeting is planned.

E. Mrs. Threadgill moved that:

THE BOARD ACCEPT THE BID FROM KI FOR THE PURCHASE OF MAIN FLOOR FURNITURE, IN AN AMOUNT NOT TO EXCEED \$9,800.00, AS LISTED IN ATTACHMENT D – 10/01/13.

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

F. In the absence of Mrs. Kremer, Bylaws Committee Chair, Mrs. Semple reported that no meeting was held and none is scheduled.

G. Mrs. Semple, Personnel Committee Chair, stated that no meeting was held but one will be scheduled in October or November to discuss changing healthcare laws and Library options.

H. President Wright, Heritage Committee Chair, stated that a meeting was held on September 19, 2013 to discuss volunteer inductions to be made at the Volunteer Luncheon on Friday, April 25, 2014. No new meeting is scheduled.

I. Mrs. Pauly, Development Committee Chair, stated that a meeting was held on September 19, 2013 to discuss the 2014 Board meeting dates. No new meeting is scheduled.

J. 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 2014 AS PRESENTED IN ATTACHMENT E – 10/01/13.

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

K. Mrs. Pauly presented Attachment F – 10/01/13, 2014 Possible Board Meeting Educational Presentations.

L. Mrs. Pauly moved that:

THE BOARD APPROVE THE PURCHASE OF 500 SETS OF ADDITIONAL “DATE DUE” CARDS FOR THE LIBRARY NOT TO EXCEED \$6,000.00, AS PRESENTED IN ATTACHMENT G – 10/01/13.

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

M. Other New Business:

President Wright invited those present to attend the October 17, 2013 City Council meeting for David Ruff's FY2014 Library Budget Presentation.

No additional items were discussed under Other New Business.

N. Mrs. Pauly moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(8), (9), AND (11) OF THE OPEN MEETINGS ACT TO CONSIDER SECURITY PROCEDURES INVOLVING A PATRON DISCIPLINARY MATTER WHICH MAY ALSO RESULT IN IMMINENT LITIGATION.

Following a 5 minute recess, the Board entered into Closed Executive Session at 8:45 P.M.

O. The Board returned to Open Session at 8:56 P.M.

P. Mrs. Semple moved that:

THE PATRON DISCUSSED IN CLOSED SESSION BE PERMANENTLY BANNED FROM ALL LIBRARY PROPERTY.

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

X.

Mrs. Webb moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 9:01 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____