

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
March 4, 2014

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, Erturk, Kremer, Pauly, Semple, Threadgill, Webb, and Wright.

Also present were David Ruff, Library Executive Director; Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Jim Larsen, 7<sup>th</sup> Ward Alderman and City/Library Liaison; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; Mary Sebela, Circulation Services Director; and Pat Gottschlich, Administrative Services Coordinator.

Absent was Horn.

II.

Ms. Webb moved that:

**THE SECRETARY'S MINUTES DATED FEBRUARY 4, 2014 BE APPROVED AS SUBMITTED.**

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

Ms. Threadgill moved that:

**THE SECRETARY'S CLOSED MINUTES DATED FEBRUARY 4, 2014 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.

Ms. Montague, Special Services Director, reported that all Friends Board members were re-elected at the bi-annual election held at the February 25, 2014 meeting. Ms. Montague noted

that there will not be a March Friends of the Library meeting due to the next Book Sale scheduled to be held March 13 – March 16, 2014. The next meeting is on April 8, 2014.

V.

In the absence of Ms. Khipple, Youth Services Director, The Educational Presentation: Use of New Technology in Youth Services: iPads & More, was presented by Mr. Ruff and demonstrated by Ms. Pauly. Mr. Ruff answered questions following the demonstration.

VI.

President Wright reported the Dr. Seuss Day program was very successful.

VII.

Mr. Ruff reported that February statistics were down, possibly due to the weather. Mr. Ruff also stated that the annual Library Audit was underway.

VIII.

There was no Unfinished Business.

IX.

- A. Ms. Webb, Finance Committee Chair, stated that the Committee met today to review income and expenses.
- B. Ms. Webb moved that:

**ACCOUNTS PAYABLE DATED FEBRUARY 28, 2014 IN THE AMOUNT OF \$308,344.81 BE APPROVED FOR PAYMENT.**

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

- C. Ms. Threadgill, Planning Committee Chair, stated that a meeting was held on February 19, 2014 to discuss a water leakage problem, parking lot landscaping and adding speed bumps. No new meeting date has been set.

Ms. Kremer moved that:

**IN A DEVIATION FROM THE AGENDA ITEM G BE MOVED TO THIS POINT.**

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

G. Ms. Threadgill moved that:

**THE BOARD AUTHORIZE THE DIRECTOR TO WORK WITH THE POSTAL SERVICE TO ESTABLISH A VILLAGE POST OFFICE IN THE ROLLING MEADOWS LIBRARY.**

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

- D. Ms. Kremer, Bylaws Committee Chair, stated that a meeting was held on February 20, 2014 to review the Bylaws. The next meeting is scheduled at 9:15 A.M. on April 10, 2014.
- E. Ms. Kremer presented The Library Bylaws, Attachment C – 03/04/14 for the 1<sup>st</sup> reading. The Bylaws will be presented for possible approval at the April 1, 2014 Board Meeting.
- F. Ms. Semple, Personnel Committee Chair, stated that a meeting was held on February 20 to arrange the meeting calendar for 2014. The next meeting is scheduled at 9:15 A.M. on April 17, 2014.
- H. President Wright, Heritage Committee Chair, announced that the Volunteer Luncheon will be held from 12:30 – 2:30 P.M. on April 25, 2014. No additional meeting is scheduled.
- I. Ms. Pauly, Development Committee Chair, stated that no meeting was held but a meeting will be scheduled to prepare the Annual Board Survey with the date to be determined.

Ms. Webb moved that:

**IN A DEVIATION FROM THE AGENDA, ITEM O BE MOVED TO THIS POINT.**

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

O. Other New Business

Ms. Pauly announced that she is planning to move out of state and will be leaving the Board. President Wright thanked Ms. Pauly for her service to the Board and Library.

Mr. Cavi noted the recent death of Shirley Temple Black and requested that the Library present some of the many Shirley Temple movies in the near future.

J. Ms. Semple moved that:

**THE BOARD ENTER INTO CLOSED EXECUTIVE SESSION UNDER 5 ILCS 120/2(C)(21) TO DISCUSS MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT AS PART OF THE SEMI-ANNUAL REVIEW MANDATED BY SECTION 2.06 AS PRESENTED IN CLOSED ATTACHMENT D – 03/04/14.**

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

L. Ms. Semple moved that:

**THE CLOSED MINUTES DATED 09/13/13 RECOMMENDED FOR RELEASE AND REVIEWED UNDER 5 ILCS 120/2(C)(21) NO LONGER NEED CONFIDENTIAL TREATMENT AND MAY BE MADE AVAILABLE FOR PUBLIC INSPECTION.**

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

M. Ms. Semple moved that:

**THE LIBRARY SHALL DESTROY ALL VERBATIM RECORDS AND TAPES OF CLOSED SESSION MEETINGS MORE THAN 18 MONTHS OLD AS ALLOWED IN AND IN ACCORDANCE WITH THE PROCEDURES DESCRIBED IN 5 ILCS 120/2.06.**

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

X.

Ms. Erturk moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 8:46 P.M.

\_\_\_\_\_  
Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date \_\_\_\_\_