

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
December 3, 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, Kremer, Pauly, Semple, Threadgill, Webb, and Wright.

Also present were Mary Constance Back, Readers' Services Director; Jennifer Collette, Reference 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; and Pat Gottschlich, Administrative Services Coordinator.

II.

Mrs. Semple moved that:

THE SECRETARY'S MINUTES DATED NOVEMBER 5, 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' Fall Book Sale was successful and, instead of having a "free day", the Epilepsy Foundation picked up 110 boxes of unsold items. Mrs. Montague also noted that the second order of new furniture has been partially delivered. The next meeting, a Holiday Party, will be held on December 10, 2013.

V.

The Educational Presentation: Our Library's Electronic Presence on The Web – And Beyond, presented by Steve Rossi, who explained the different options available.

VI.

President Wright reviewed the dates of the upcoming Holiday Sharing Tables in the Staff Lounge.

VII.

In the absence of Library Director David Ruff, Lucia Khipple, Assistant Library Director, presented the Executive Director's Report. Mrs. Khipple stated that the telephone in the elevator was replaced. Between 25 and 30 percent of daily returns come in through the new popular outside Book Drop. Mrs. Montague displayed the "new" 45 year old Library plaque with names corrected, as requested. Mrs. Khipple stated that January 6, 2014 is the date of the migration to the new server. A question regarding the VIKES high school volunteer program was asked and answered.

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 NOVEMBER 30, 2013 IN THE AMOUNT OF \$362,352.57 BE APPROVED FOR PAYMENT.

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

- C. Mrs. Threadgill, Planning Committee Chair, stated that no meeting was held and none is planned.
- D. Mrs. Kremer, Bylaws Committee Chair, stated that no meeting was held and none is scheduled.
- E. Mrs. Semple, Personnel Committee Chair, stated that no meeting was held and none is scheduled.
- F. President Wright, Heritage Committee Chair, stated that no meeting was held but one is scheduled on January 14, 2014.
- G. Mrs. Pauly, Development Committee Chair, stated that no meeting was held and none is scheduled.

H. 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 7:47 P.M.

_____ Date _____
Marsha Kremer, Secretary
Rolling Meadows Library Board