

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
May 6, 2014

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:12 P.M.

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

Also present were David Ruff, Library Executive Director; Jim Larsen, 7th Ward Alderman and City/Library Liaison; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; Mary Sebela, Circulation Services Director; Julie Tang, Financial Services Coordinator; Judy Walther, CPA, McClure, Inserra & Company; Pat Gottschlich, Administrative Services Coordinator and Jess Arroyo, member of the public.

Absent was: Erturk

II.

Ms. Semple moved that:

THE SECRETARY'S MINUTES DATED APRIL 1, 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 APRIL 1, 2014, REGARDING LITIGATION, BE APPROVED AS SUBMITTED.

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

Ms. Webb moved that:

THE SECRETARY'S CLOSED MINUTES DATED APRIL 1, 2014, REGARDING THE DIRECTOR'S PERFORMANCE REVIEW, 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 the Friends will be marching in the City's Memorial Day Parade on May 24, 2014. The Friends will also be participating in the Rolling Meadows Farmers and Food Trucks program beginning on June 28, 2014. The next Book Sale will be held July 17 – July 20, 2014.

V.

Ms. Webb introduced Judy Walther, CPA with McClure, Inserra, and Company, to present an overview of the FY2013 Library Financial audit. Ms. Walther answered questions following the overview.

VI.

President Wright reviewed the 2014 Educational Presentations.

VII.

Mr. Ruff reported that year-to-date usage statistics continue to improve, although still less than last year due to harsh weather in January and February. Mr. Ruff stated that meetings are scheduled to discuss installing credit card readers at the Circulation Desk. Also, the Library is still waiting for a reply from the Postal Service regarding on-site Village Post Office services. Mr. Ruff then thanked Ms. Montague and the Special Services Department for the recent Volunteer Luncheon. He reviewed the information in the Library Visit packets which were included in the blue folders. Also included in the blue folders were additional statistical reports used by the Staff in various departments.

VIII.

There was no Unfinished Business.

IX.

- A. Ms. Webb, Finance Committee Chair, stated that the Committee met today to review income and expenses and noted that an in-depth audit review was held after the meeting.
- B. Ms. Webb moved that:

ACCOUNTS PAYABLE DATED APRIL 1, 2014 IN THE AMOUNT OF \$281,125.72 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 no meeting was held and none is scheduled. Mr. Ruff reported on the work planned to repair and improve the loading dock concrete and explained the repairs needed for a leaky pipe in Youth Services.
- D. Ms. Kremer, Bylaws Committee Chair, stated that no meeting was held, but one is scheduled at 9:15 A.M. on May 8, 2014 to continue the Policy review.
- E. Ms. Semple, Personnel Committee Chair, stated that a meeting is scheduled at 10:00 A.M. on May 8, 2014. Mr. Ruff discussed the health insurance contribution breakdown for the new insurance contract year.
- F. Ms. Semple moved that:

THE BOARD APPROVE THE UPDATED EMPLOYER HEALTH INSURANCE CONTRIBUTION RATES FOR CONTRACT YEAR 07/01/14 – 06/30/15 AS PRESENTED IN ATTACHMENT C – 05/06/14.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a roll call vote. The employee contribution rate for all HMO's will be 6% and 8% for all PPO's.

- G. President Wright, Heritage Committee Chair, stated that no meeting was held and none is scheduled.
- H. In the absence of a Development Committee Chair, President Wright said that a meeting will be scheduled to prepare Board Survey results for review at the June Board meeting.
- I. Other New Business

No additional items were discussed under Other New Business.

X.

Ms. Kremer moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 8:09 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____