

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
February 4, 2014

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 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 and Pat Gottschlich, Administrative Services Coordinator.

II.

Ms. Semple moved that:

THE SECRETARY'S MINUTES DATED JANUARY 7, 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, noted that the election of officers will take place at the next Friends' meeting. The next Friends' Book Sale is scheduled to be held in March.

V.

The Educational Presentation: Outside Book Return Usage & Statistics, was presented by Ms. Sebela. Patrons have made many positive comments regarding the outside Book Return which holds up to 380 books and up to 540 CDs. It is emptied three times a day, and had enough room for all items returned over a recent holiday and following Library closure for a snow day.

VI.

President Wright had nothing to report.

VII.

Mr. Ruff reported that, probably due to the weather, January statistics are down. However, 13,156 patrons visited the library in spite of the weather and Mr. Ruff thanked the Library Maintenance Department and Public Works for keeping walks and parking lots clear for patrons and staff during January. Mr. Ruff stated that the new leased server has been installed with very few problems encountered. Lucia Khipple reported that Dr. Seuss Day is scheduled on March 1, 2014 in the Youth Services Department. Again, this year two sessions, morning and afternoon, are scheduled. Mr. Ruff reported that Staff material recommendations will be posted at work desks with a patron invitation to ask about the displayed item.

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 DECEMBER 31, 2013 IN THE AMOUNT OF \$145,446.15 BE APPROVED FOR PAYMENT.

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

Mr. Ruff discussed the Reserve Fund Policy and recalibrating the numbers based on the 2014 budget.

Ms. Webb moved that:

ACCOUNTS PAYABLE DATED JANUARY 31, 2014 IN THE AMOUNT OF \$182,505.09 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 but one is scheduled at 10:45 A.M. on February 19, 2014.
- D. Ms. Kremer, Bylaws Committee Chair, stated that no meeting was held but one is scheduled at 9:15 A.M. on February 20, 2014.

- E. Ms. Semple, Personnel Committee Chair, stated that no meeting was held but one is scheduled at 10:00 A.M. on February 20, 2014.
- F. President Wright, Heritage Committee Chair, presented the Slate of Candidates to be honored at the Volunteer Luncheon on April 25, 2014. Ms. Webb absented herself from the room during the discussion. President Wright proposed Ms. Peg Webb, Ms. Liz Vargas, and Mr. Mike Webb as the 2014 candidates.
- G. Ms. Semple moved that:

THE BOARD APPROVE THOSE NOMINATED FOR INCLUSION IN THE ROLLING MEADOWS LIBRARY LEGACY PROJECT.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote with Ms. Webb abstaining. Ms. Webb re-entered the room.

- H. Ms. Pauly, Development Committee Chair, stated that no meeting was held and none is scheduled.
- I. Ms. Pauly moved that:

THE BOARD APPROVE THE ILLINOIS PUBLIC LIBRARY ANNUAL REPORT FY2013-2014 FOR SUBMISSION TO THE ILLINOIS STATE LIBRARY.

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

- J. Ms. Pauly moved that:

THE BOARD ENTER INTO CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR'S COMPENSATION AS CONTAINED IN CLOSED ATTACHMENT C – 02/04/14.

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

- K. The Board returned to Open Session at 8:26 P.M.

- L. Ms. Webb moved that:

THE EXECUTIVE DIRECTOR'S SALARY BE INCREASED BY 1.86%, RETROACTIVE TO JANUARY 1, 2014.

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

M. Other New Business:

No additional items were discussed under Other New Business.

X.

Ms. Threadgill moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 8:28 P.M.

_____ Date _____
Marsha Kremer, Secretary
Rolling Meadows Library Board