

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
MARCH 3, 2015

I.

Vice-President Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:02 P.M.

Present were: Arroyo, Cavi, Erturk, Kremer, Semple, Threadgill, and Webb.

Also present were Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Annette Cooke, Readers' Services Associate; Lucia Khipple, Library Assistant Director and Youth Services Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; Robin Schroeder, Readers' Services Associate; Mary Sebel, Circulation Services Director; and Pat Gottschlich, Administrative Services Coordinator.

Absent were: Horn and Wright.

II.

Ms. Semple moved that:

THE SECRETARY'S MINUTES DATED FEBRUARY 3, 2015 BE APPROVED AS SUBMITTED.

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

Ms. Semple moved that:

THE SECRETARY'S CLOSED MINUTES DATED FEBRUARY 3, 2015 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 MINUTES DATED FEBRUARY 17, 2015 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, stated that the Friends met on February 10, 2015. Secretary Laura Morris is stepping down and Sylvia Vange will be acting Secretary until next February. The next Book Sale is scheduled March 19 through March 22, 2015.

V.

Mr. Ruff introduced Annette Cooke and Robin Schroeder, Readers' Services Associates, to present the Educational Presentation: In-House Displays as Part of the Library's Marketing Strategy.

VI.

Vice-President Threadgill noted Attachment A – The 03/03/15 Educational Presentations.

VII.

Mr. Ruff reviewed the February usage statistics and noted that three of the five categories were up. Mr. Ruff asked that those interested in going on the field trip on March 23, 2015 should let him know. A tour of the Lyric Opera and the Chicago Symphony Orchestra Library is planned. Mr. Ruff also noted that a trip to Baker and Taylor is planned for later in the year. Library Visit Packets will be available soon.

VIII.

There was no Unfinished Business.

IX.

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

ACCOUNTS PAYABLE DATED FEBRUARY 27, 2015 IN THE AMOUNT OF \$255,306.39 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 no meeting was held but one will be scheduled, as needed.

D. Ms. Webb moved that:

THE BOARD AUTHORIZE THE DIRECTOR TO FINALIZE AND SIGN AN EASEMENT ALLOWING LEXINGTON HOMES TO BURY A STORM WATER DRAINAGE PIPE BELOW THE STAFF AND WEST PARKING LOTS TO SALT CREEK FOR VALUABLE CONSIDERATION AS DISCUSSED AT THIS MEETING AND CONTAINED IN ATTACHMENT C – 03/03/15.

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

E. Ms. Semple moved that:

THE BOARD CONTRACT WITH THE FIRM OF CHRISTOPHER B. BURKE ENGINEERING, LTD. TO PERFORM CONSTRUCTION OBSERVATION SERVICES AND ADDITIONAL TASKS NOTED IN THEIR LETTER DATED FEBRUARY 25, 2015, ASSOCIATED WITH THE INSTALLATION OF THE NEW CHILLER UNIT FOR THE LIBRARY.

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

F. Ms. Kremer, Bylaws Committee Chair, stated that no meeting was held but one is planned on March 19, 2015 at 9:15 A.M.

G. Ms. Semple, Personnel Committee Chair, stated that a meeting was held on February 5, 2015 to create a meeting calendar for 2015. The next meeting is scheduled on March 19, 2015 at 10:00 A.M.

H. In the absence of President Wright, Heritage Committee Chair, Ms. Threadgill stated that no meeting was held but one will be scheduled to review the Volunteer Luncheon which will be held on Saturday, April 25, 2015 from 12:30 – 2:30 P.M.

I. In the absence of Ms. Horn, Development Committee Chair, Ms. Threadgill stated that no meeting was held and none is scheduled.

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 – 03/03/15.

The Board entered into Closed Executive Session at 8:17 P.M.

K. The Board returned to Open Session at 8:20 P.M.

L. Ms. Semple moved that:

THE CLOSED MINUTES RECOMMENDED FOR RELEASE IN CLOSED ATTACHMENT D – 03/03/15 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.

N. Other New Business

No additional items were discussed under Other New Business.

O. Ms. Erturk moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved.

The meeting adjourned at 8:25 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____