

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
MAY 5, 2015

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:10 P.M.

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

Also present were Mary Constance Back, Readers' Services Director; Robert Banger, Jr., 5th Ward Alderman and City/Library Liaison; Jennifer Collette, Reference Services Director; Patricia Gottschlich, Administrative Services Coordinator; Sabri Kecici, Building Services Director; Lucia Khipple, Library Assistant Director and Youth Services Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; David Ruff, Library Executive Director; Mary Sebela, Circulation Services Director; Julie Tang, Financial Services Coordinator, and Judy Walther, CPA, McClure, Inserra & Company.

Absent was: Arroyo.

II.

Ms. Threadgill moved that:

THE SECRETARY'S MINUTES DATED APRIL 7, 2015 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 7, 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 recent book sale was successful and the next meeting of the Friends is scheduled to be held on May 12, 2015.

V.

This month's Educational Presentation: Audit Report. President Wright introduced Judy Walther, CPA, McClure, Inserra & Company. Ms. Walther presented this year's audit report and stated that the Library received a "clean opinion" on financial statements.

VI.

President Wright noted Attachment A – the 2015 Educational Presentations. President Wright thanked Sharon Montague and Special Services for organizing the recent Volunteer Luncheon.

VII.

Mr. Ruff stated that statistics remain slightly down year to date, but improvement is expected. Mr. Ruff also noted that there is a new projector in the Community Room and briefed the Board regarding "Officer Friendly" visits to the Library.

VIII.

There was no Unfinished Business.

IX.

- A. Ms. Webb, Finance Committee Chair, reported that the Committee met today to review this month's expenses.
- B. Ms. Webb moved that:

**ACCOUNTS PAYABLE DATED MAY 1, 2015 IN THE AMOUNT OF \$288,337.40
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 will be scheduled as needed. Ms. Threadgill discussed the air conditioner shipping, installation, and completion schedule and the drainage work schedule for the building project next door to the Library.
- D. Ms. Kremer, Bylaws Committee Chair, said that no meeting was held and presented Attachment C – 05/05/15, the updated Library Bylaws, for the 2nd reading this evening.

- E. Ms. Kremer moved that:
THE BOARD APPROVE PROPOSED UPDATES TO THE LIBRARY BYLAWS (first reading was: April 7, 2015 Library Board Meeting) AS PRESENTED IN ATTACHMENT C – 05/05/15.

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

- F. Ms. Kremer moved that:
THE BOARD APPROVE PROPOSED UPDATES TO THE LIBRARY POLICIES, IN ATTACHMENT D – 05/05/15, AS AMENDED.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote subject to a math correction on the General Reserve Fund Policy.

- G. Ms. Semple, Personnel Committee Chair, stated that a meeting was held to continue the Employee Handbook annual review. A meeting is scheduled on May 14, 2015 to complete the Handbook review.

- H. President Wright, Heritage Committee Chair, stated that no meeting was held but one will be scheduled to review the April 25th Volunteer Luncheon.

- I. Ms. Horn, Development Committee Chair, presented the Board Evaluation Survey. A meeting will be held to compile responses to present results at the June Board meeting.

- J. Other New Business

No additional items were discussed under Other New Business.

X.

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

The meeting adjourned at 8:01 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____