

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
APRIL 7, 2015

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:05 P.M.

Present were: Arroyo, Erturk, Horn, Kremer, Threadgill, and Wright.

Also present were Robert Banger, Jr., 5<sup>th</sup> Ward Alderman and City/Library Liaison; 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; David Ruff, Library Executive Director; and Mary Sebela, Circulation Services Director.

Absent were: Cavi, Semple, and Webb.

II.

Ms. Threadgill moved that:

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

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

Ms. Erturk moved that:

**THE SECRETARY'S CLOSED MINUTES DATED MARCH 3, 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 next meeting of the Friends is scheduled to be held on April 14, 2015.

V.

This month's Educational Presentation, Discussion of Tour of Lyric Opera and Chicago Symphony Orchestra Library, was accompanied by Steve Rossi's photos.

VI.

President Wright reviewed Attachment A – 04/07/15, the 2015 Educational Presentations. President Wright also noted the Volunteer Luncheon to be held on April 25, 2015. The Eclectic Theater will be performing at the luncheon.

VII.

Mr. Ruff stated that statistics are still slightly down. Mr. Ruff noted that over 600 attended the Dr. Seuss Birthday Celebration in March and that the Legislative Update Program attracted 58 attendees. Mr. Ruff stated that the 2015 Library Visit packets are in this month's blue folders. President Wright mentioned that the 2015 Statement of Economic Interest has been e-mailed to Board members.

VIII.

There was no Unfinished Business.

IX.

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

**ACCOUNTS PAYABLE DATED APRIL 3, 2015 IN THE AMOUNT OF \$273,125.54 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. Mr. Ruff noted that the old chiller has been removed and tree branches will be trimmed to make room for placement of the new chiller. Mr. Kecici is also working with Northwest Town to have a separate air conditioning unit installed in the computer office. Mr. Ruff has been working with Lexington Homes regarding the easement work schedule.
- D. Ms. Kremer, Bylaws Committee Chair, stated that a meeting was held on March 19, 2015 to begin a review of Library Policies. Ms. Kremer presented the updated Library Bylaws for the 1<sup>st</sup> reading.

- E. The Board will review the Library Bylaws as presented in Attachment C – 04/07/15 for the 2<sup>nd</sup> reading and possible approval at the May 5, 2015 Board Meeting.
- F. In the absence of Ms. Semple, Personnel Committee Chair, Mr. Ruff reported that the Committee met to review the Library Salary Classifications.
- G. Ms. Erturk moved that:

**THE BOARD APPROVE AN INCREASE TO THE MAXIMUM RANGE FIGURE FOR THE ASSISTANT LIBRARY DIRECTOR POSITION AS CONTAINED IN ATTACHMENT D – 04/07/15.**

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

Ms. Kremer moved that:

**THE BOARD APPROVE AN INCREASE TO THE MAXIMUM RANGE FIGURE FOR THE LIBRARIAN POSITION AS CONTAINED IN ATTACHMENT D – 04/07/15.**

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

Ms. Horn moved that:

**THE BOARD APPROVE AN INCREASE TO THE MAXIMUM RANGE FIGURE FOR THE ADMINISTRATIVE ASSOCIATE POSITION AS CONTAINED IN ATTACHMENT D – 04/07/15.**

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

- H. President Wright, Heritage Committee Chair, stated that no meeting was held but one will be scheduled to review the April 25<sup>th</sup> Volunteer Luncheon.
- I. Ms. Horn, Development Committee Chair, stated that a meeting was held this evening to discuss the Board Evaluation Survey, the Executive Director's annual review, and additional educational offerings for Board members.
- J. Ms. Erturk moved that:

**AT 8:13 P.M. THE BOARD ENTER INTO CLOSED EXECUTIVE SESSION UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR'S ANNUAL PERFORMANCE REVIEW AND GOALS FOR 2015 AS PRESENTED IN CLOSED ATTACHMENT E – 04/07/15.**

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 9:01 P.M.

L. Other New Business

No additional items were discussed under Other New Business.

X.

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

The meeting adjourned at 9:01 P.M.

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Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date \_\_\_\_\_