

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
SEPTEMBER 1, 2015

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, Semple, Threadgill, Webb, and Wright.

Also present were Mary Constance Back, Readers' Services Director; 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.

Absent was: Arroyo.

II.

Ms. Semple moved that:

THE SECRETARY'S MINUTES DATED AUGUST 4, 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 a Friends' meeting was held on August 11, 2015. The Friends approved \$10,000.00 to be used for the purchase of library furniture. The unsold items from the successful Summer Book Sale were sent to a recycling company, Discover Books. A social get together is planned for the September meeting.

V.

Ms. Semple gave this month's Educational Presentation: Eunice Semple's Unique Finds in Rolling Meadows Library History. Ms. Semple distributed spreadsheets which summarized her ongoing organization of Rolling Meadows Library historical information from documents, library public records, and newspaper articles.

VI.

President Wright reviewed the 2015 Educational Presentations and invited those in attendance to the Staff Service Awards scheduled on September 24, 2015.

VII.

Mr. Ruff stated that Program Attendance and Questions Asked were up 3.8 and 12.3%, respectively, while Circulation figures remain flat. Mr. Ruff noted a recent Freedom of Information Act request received. Mr. Ruff highly recommended that those Board and Staff members who have not taken the Baker and Taylor tour previously to sign up by October 1, 2015. The Baker and Taylor trip is scheduled on Friday, October 16, 2015. Mr. Ruff noted that the west parking lot paving project be scheduled as soon as September 14, 2015. The subject of no fines for overdue items was mentioned briefly. Mr. Ruff said that overdue fines are not considered as a form of discipline but exist to encourage patrons to return items promptly and available for other patrons.

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 AUGUST 28, 2015 IN THE AMOUNT OF \$262,153.43 BE APPROVED FOR PAYMENT.

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

Ms. Webb moved that:

- C. **THE BOARD APPROVE THE FY2016 LIBRARY BUDGET AS PRESENTED IN ATTACHMENT C – 09/01/15.**

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

Mr. Ruff invited those in attendance to the Library Levy Presentation to the City Council on October 20, 2015.

- D. Ms. Threadgill, Planning Committee Chair, stated that no meeting was held but one is scheduled on September 23, 2015.
- E. Ms. Kremer, Bylaws Committee Chair, said that no meeting was held and none is scheduled.
- F. Ms. Semple, Personnel Committee Chair, stated that no meeting was held and none is scheduled.
- G. President Wright, Heritage Committee Chair, stated that no meeting was held and none is scheduled.
- H. Ms. Horn, Development Committee Chair, stated that no meeting was held and none is scheduled.
- I. Ms. Threadgill moved that:

AT 8:20 P.M. THE BOARD ENTER CLOSED 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 – CLOSED ATTACHMENT D – 09/01/2015.

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

- J. The Board returned to Open Session at 8:24 P.M.
- K. Ms. Erturk moved that:

THE CLOSED MINUTES RECOMMENDED FOR RELEASE IN CLOSED ATTACHMENT D AND REVIEWED UNDER 5 ILCS 120/2(C)(21) NO LONGER NEED CONFIDENTIAL TREATMENT AND MAY BE MADE AVAILABLE FOR PUBLIC INSPECTION.

- L. Ms. Webb moved that:

THE BOARD ENTER CLOSED SESSION TO DISCUSS THE DESTRUCTION OF ALL VERBATIM RECORDS AND TAPES OF CLOSED SESSION MEETINGS MORE THAN 18 MONTHS OLD, AS ALLOWED AND IN ACCORDANCE WITH THE PROCEDURES DESCRIBED IN 5 ILCS 120/.06.

Following the opportunity for discussion, the question was called. The motion was unanimously defeated on a voice vote. The Board dealt with Item “L” in Open Session.

Ms. Webb 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.

M. **SHALL THE BOARD RETURN TO OPEN SESSION? SINCE THE BOARD CHOSE NOT TO ENTER CLOSED SESSION FOR ITEM L., THIS VOTE WAS NOT TAKEN.**

N. 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 8:24 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____