

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
AUGUST 4, 2015

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:03 P.M.

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

Also present were Mary Constance Back, Readers' 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.

II.

Ms. Threadgill moved that:

THE SECRETARY'S MINUTES DATED JULY 7, 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, PART I, DATED JULY 7, 2015 BE APPROVED AS SUBMITTED.

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

Ms. Kremer moved that:

THE SECRETARY'S CLOSED MINUTES, PARTS I & II, DATED JULY 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 a Friends' meeting was held on July 14, 2015. The next meeting is scheduled on August 11, 2015.

V.

Mr. Ruff gave this month's Educational Presentation, the 2016 Budget Overview. Mr. Ruff stated that the City has moved up their budget calendar by one month and the final Library budget will be presented for Board approval at the September Board meeting. Mr. Ruff reviewed a preliminary budget summary packet and discussed the procedure for determining the levy amount. Mr. Ruff will be presenting the 2016 Budget and Levy to the City Council in mid-September.

VI.

President Wright reviewed the 2015 Educational Presentations. Board Members checked the Board Contact Information, Term of Office, and Board and Staff Committee lists for accuracy.

VII.

Mr. Ruff stated that Program Attendance and Questions Asked numbers are up while Visits and Circulation figures are down. Mr. Ruff asked Ms. Khipple to give an update on the addition of the mobile app Boopsie to Library services. 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.

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 JULY 31, 2015 IN THE AMOUNT OF
\$263,674.11 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 and none is scheduled. Ms. Threadgill discussed photos of the improved landscaping near the front

entrance to the Library and the parking lot repair done by Lexington as part of the new construction project next door. Ms. Montague and Mr. Ruff answered questions regarding the Library Request for Proposal procedure as applied to furniture purchases.

- D. Ms. Threadgill moved that:

THE BOARD ACCEPT THE BID FOR THE PURCHASE OF MAIN FLOOR FURNITURE FROM KI , NOT TO EXCEED \$10,000.00, AS PRESENTED IN ATTACHMENT C – 08/04/15.

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

- 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. Other New Business

Ms. Webb thanked the Board and Staff for all the get well wishes. President Wright noted a thank you letter from High School District 214 Board President, Ms. Alva Kreutzer regarding her recent visit and tour of the library.

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 8:07 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____