

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
DECEMBER 1, 2015

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:00 P.M. The meeting began in the Community Room.

Present were: Arroyo, 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; 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 NOVEMBER 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 Friends held a meeting on November 10, 2015 to close out another successful year.

V.

Steve Rossi, Technical Services Director, presented Getting to Know Hidden Places in the Rolling Meadows Library's as this month's Educational Presentation.

Following a 5 minute break, the meeting moved to the Board Room.

VI.

President Wright reviewed the 2015 calendar and said that tonight's program was the last one scheduled for 2015.

VII.

Mr. Ruff reviewed statistics and stated that everything is trending up with Program Attendance and Questions Asked, 4.7 and 3.9 respective. Mr. Ruff said the wiring was in place to install the security cameras, which may be installed by the end of the year. Demco purchased Boopsie, causing some delays due to the company reorganization. Ms. Khipple reported that there were 40 in attendance for the recent El Dia de Los Muertes program. This month's blue folders contained ALA and PLA conference information: Mr. Ruff noted that Staff and/or Board Members could attend. End of year spending will be less this year due to money spent on some unexpected expenses earlier in the year.

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 NOVEMBER 27, 2015 IN THE AMOUNT OF \$273,259.18 BE APPROVED FOR PAYMENT.

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

- C. Ms. Webb moved that:

THE BOARD ENGAGE THE ACCOUNTING FIRM OF McCLURE, INSERRA OF ARLINGTON HEIGHTS, IL TO CONDUCT THE LIBRARY'S 2016 ANNUAL AUDIT FOR A CHARGE OF \$12,800.00.

This amount includes \$900 for a one time only set-up fee for a mandatory pension fund audit.

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

- D. Ms. Threadgill, Planning Committee Chair, stated that no meeting was held and none is scheduled. Mr. Ruff noted that the Committee will at some point discuss adding additional space to the building to allow the Friends a larger place to work and to provide, among other things, small study rooms and additional seating for the public.
- E. Ms. Kremer, Bylaws Committee Chair, stated 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 a meeting was held on November 4, 2015 to discuss 2016 Board Meeting dates and the 2016 Educational Presentation Calendar. No future meeting is scheduled.
- I. Ms. Semple moved that:

**THE BOARD APPROVE THE RESOLUTION ESTABLISHING THE
REGULAR MEETING DATES OF THE BOARD OF LIBRARY
TRUSTEES OF THE CITY OF ROLLING MEADOWS, COOK
COUNTY, ILLINOIS FOR 2016, AS CONTAINED IN
ATTACHMENT C – 12/01/15.**

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

- J. The Board reviewed the Board Meeting Educational Presentations for 2016, as contained in Attachment D – 12/01/15.
- K. Other New Business

In response to Ms. Threadgill's question, Ms. Gottschlich reviewed Staff plans to celebrate Christmas this year.

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: 02 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____