

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
JUNE 7, 2016

**I.**

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:09 P.M.

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

Absent was: Erturk

Also present were Robert Banger, Jr., 5<sup>th</sup> Ward Alderman and City/Library Liaison; Mary Constance Back, Reader's Services Director; 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; Mary Sebela, Circulation Services Director, Julie Tang, Financial Services Coordinator; and Judy Walther, CPA, McClure, Inserra & Company.

Following some introductory remarks by President Wright, those in attendance participated in a moment of silence in memory of Pat Gottschlich, Administrative Services Coordinator, recently deceased.

**II.**

Ms. Semple moved that:

**THE SECRETARY'S MINUTES DATED MAY 3, 2016 BE APPROVED AS SUBMITTED.**

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

Ms. Webb moved that:

**THE SECRETARY'S CLOSED MINUTES, PARTS I & II, DATED MAY 3, 2016 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 BOARD DEVIATE FROM THE AGENDA TO ALLOW THE LIBRARY'S AUDITOR, JUDY WALTHER, TO PRESENT THE LIBRARY'S AUDIT REPORT TO THE BOARD AS THIS MONTH'S EDUCATIONAL PRESENTATION.**

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

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" for fiscal 2015. President Wright congratulated the Management Team and, in particular, Financial Services Coordinator Tang for a successful year.

**III.**

The meeting was open to the public for a period not to exceed twenty minutes. No member of the public was in attendance to speak.

**IV.**

Ms. Montague, Friends Liaison, stated that the next Book Sale is scheduled July 14-17, 2016. Ms. Montague also noted that children completing the Summer Reading Program will receive a free book coupon to be redeemed at the Friends Book Sale or Book Shop and a Summer Reading T-Shirt.

**V.**

(moved above after motion to deviate; see, supra)

**VI.**

President Wright directed everyone's attention to the upcoming educational presentations listed in Attachment A.

**VII.**

Mr. Ruff summarized the monthly usage statistics. He also noted that the Library successfully completed a fire drill in conjunction with the Rolling Meadows Fire Department, and that the Department Directors are conducting ongoing fire evacuation tests with staff.

**VIII.**

There was no Unfinished Business.

## IX.

### New Business

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 JUNE 7, 2016 IN THE AMOUNT OF \$359,991.09 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 moved that:

**THE BOARD APPROVE THE BIKE PATH EASEMENT REQUESTED BY THE CITY OF ROLLING MEADOWS AS PRESENTED IN ATTACHMENT C – 06/07/16.**

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

D. Ms. Threadgill, Planning Committee Chair, stated that a meeting will be scheduled pending completion of preliminary drawings and cost estimates dealing with a possible 2,500 square foot expansion of the library.

E. Ms. Kremer, Bylaws Committee Chair, stated that the next Bylaws Meeting is scheduled for 10:15am, June 23, 2016.

F. Ms. Kremer moved that:

**THE BOARD GIVE FINAL APPROVAL TO THE UPDATED LIBRARY BYLAWS AS PRESENTED IN ATTACHMENT D – 06/07/16**

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

G. Ms. Semple, Personnel Committee Chair, stated that the next Personnel Committee Meeting is scheduled for 9:15am, June 23, 2016.

H. President Wright, Heritage Committee Chair, stated that the next Heritage Committee Meeting is scheduled for 9:15am, June 16, 2016.

- I. Ms. Horn, Development Committee Chair, stated that the next Development Committee Meeting will be in September or October of this year.
- J. Ms. Semple, provided an overview of the Library Board Officer nomination and election process.
- K. Other New Business

President Wright brought to the Board's attention the updated Board Of Trustees List.

Ms. Kremer said she would send Mr. Ruff an e-mail with information about the August Illinois Library Association Trustee Forum to be held in Bolingbrook, IL.

No additional items were discussed under Other New Business

**X.**

Adjournment

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

The meeting adjourned at 7:55 P.M.

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Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date \_\_\_\_\_