

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
MAY 3, 2016

I.

Vice President Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:02 P.M.

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

Absent was: Wright

Also present were Robert Banger, Jr., 5th 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; Donna Naymola, Circulation Services Associate, Steve Rossi, Technical Services Director; Mary Sebela, Circulation Services Director, Robin Schroeder, Readers' Services Associate, and David Ruff, Library Executive Director.

Ms. Semple moved that:

THE SECRETARY'S MINUTES DATED FEBRUARY 2, 2016 BE APPROVED AS AMENDED.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The order of the words in item "D" was changed to move the phrase "for an amount not to exceed \$8,500" after the word "Illinois" to clarify the syntax. Item "L" was corrected to read "8:35" p.m.

In President Wright's absence, Vice President Threadgill welcomed Ms. Sylvia Vange as the newest member of the Library Board.

II.

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.

III.

Ms. Montague, Friends Liaison, stated that the most recent Friends Book Sale was very successful and that the next Book Sale is scheduled July 14-17, 2016.

IV.

Mr. Ruff introduced the Educational Presentation: Discuss Library Visits (1 of 2). No Board members or staff had completed their visits at this time, and Library Visits will be discussed this Fall. Mr. Ruff introduced Ms. Back, Ms. Naymola, and Ms. Schroeder for a presentation on Readers' Services recent outreach programming to School District 214. Ms. Khipple also gave an overview of recent Youth Services outreach programming to local schools.

V.

Ms. Threadgill directed everyone's attention to the upcoming educational presentations listed in Attachment A.

VI.

Mr. Ruff summarized the monthly usage statistics and an article in the Daily Herald dealing with library finances in the State of Illinois.

VII.

There was no Unfinished Business.

VIII.

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 APRIL 29, 2016 IN THE AMOUNT OF \$288,676.67 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 POSTPONE CONSIDERATION OF THE BIKE PATH EASEMENT REQUESTED BY THE CITY OF ROLLING MEADOWS AS THE PROPOSED TEXT OF THE EASEMENT HAS NOT YET BEEN FINALIZED BY THE CITY.

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 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. Erturk moved that:

THE BOARD ACCEPT THE PROPOSAL FROM FIRST FENCE INC. OF HILLSIDE, ILLINOIS TO INSTALL A SECURITY FENCE AND EMERGENCY EXIT GATE ON THE EAST WING OF THE LIBRARY FOR AN AMOUNT NOT TO EXCEED \$5,100.

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

- F. Ms. Kremer, Bylaws Committee Chair, stated that the next Bylaws Meeting is scheduled for May 26, 2016.
- G. 1st Reading: Ms. Kremer summarized proposed changes to the Library Board's Bylaws and stated that this will constitute the 1st reading of the proposed changes to the Bylaws as presented in Attachment E – 05/03/16. She also stated that the 2nd reading and possible approval of the updated Bylaws is schedule for the June 7, 2016 Board Meeting.
- H. Ms. Semple, Personnel Committee Chair, stated that the next Personnel Committee Meeting is scheduled for May 19, 2016.
- I. Ms. Semple summarized the salary range updates recommended by the Personnel Committee.

Ms. Semple moved that:

THE LIBRARY ASSOCIATE MAXIMUM SALARY RANGE BE INCREASED TO \$27.61 PER HOUR AS PRESENTED IN ATTACHMENT F – 05/03/16

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

Ms. Semple moved that:

THE ADMINISTRATIVE ASSOCIATE MAXIMUM SALARY RANGE BE INCREASED TO \$33.24 PER HOUR AS PRESENTED IN ATTACHMENT F – 05/03/16

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

Ms. Semple moved that:

THE LIBRARY ASSISTANT MAXIMUM SALARY RANGE BE INCREASED TO \$17.24 PER HOUR AS PRESENTED IN ATTACHMENT F – 05/03/16

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

- J. Due to President Wright's absence, Mr. Ruff noted that the next Heritage Committee Meeting is scheduled for Thursday, June 16, 2016.
- K. Ms. Horn, Development Committee Chair, stated that the next Development Committee Meeting will likely be scheduled for October or November of this year.
- L. Ms. Horn, Development Committee Chair, summarized the results of this year's Board Evaluation Survey.
- M. Ms. Semple moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(8)&(9) TO DISCUSS SECURITY PROCEDURES AND PATRON DISCIPLINARY INCIDENTS AS PRESENTED IN CLOSED ATTACHMENT G – 05/03/16.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered into Closed Session at 8:08 P.M.

- N. The Board returned to open session at 8: 18 P.M.
- O. Ms. Webb moved that:

THE BOARD BAN THE PATRON(S) DISCUSSED IN ITEM "M" FROM ALL LIBRARY PROPERTY.

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

- P. Ms. Semple moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(8)&(9) TO DISCUSS SECURITY PROCEDURES AND PATRON DISCIPLINARY INCIDENTS AS PRESENTED IN CLOSED ATTACHMENT H – 05/03/16.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered into Closed Session at 8:19 P.M.

Q. The Board returned to open session at 8: 32 P.M.

R. Ms. Vange moved that:

THE BOARD BAN THE PATRON(S) DISCUSSED IN ITEM “P” FROM ALL LIBRARY PROPERTY.

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

S. Item “S” was a scrivener’s error in that the Board is already in open session and need not vote to return to open session again.

T. Other New Business

Mr. Arroyo suggested another possible honoree for the Legacy Project. It was agreed to transmit the suggestion to the Heritage Committee for further consideration.

No additional items were discussed under Other New Business

IX.

Adjournment

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

The meeting adjourned at 8:34 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____