

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
APRIL 5, 2016

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: Erturk, Horn, Kremer, Semple, Threadgill, Webb, and Wright.

Absent was: Arroyo

Also present were Robert Banger, Jr., 5th Ward Alderman and City/Library Liaison; Mary Constance Back, Reader's 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.

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.

II.

The meeting was open to the public for a period not to exceed twenty minutes.

III.

Ms. Montague, Friends Liaison, stated that the next Book Sale is scheduled July 14-17, 2016.

IV.

Mr. Ruff introduced the Educational Presentation: Overview Of Van Service & Inter-Library Loans. Ms. Sebela presented the operational details of the library system van service and inter-library loan service to the Board.

V.

President Wright reminded the Board of the Friday, April 8 Volunteer Luncheon and the upcoming deadline for each Board member to file their annual Statement Of Economic Interest. He also noted a recent Illinois law ruling that private information of a public official need not be disclosed.

VI.

Mr. Ruff summarized the monthly usage statistics and discussed the expected reduction in Per Capita Grant funding from the state.

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 FEBRUARY 29, 2016 IN THE AMOUNT OF \$285,892.12 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 a meeting was held on February 17, 2016 to discuss upcoming capital projects.

D. Ms. Threadgill moved that:

THE BOARD HIRE ARCHITECT CARRIE MATLOCK AND THE FIRM OF DLA LTD. OF ITASCA, ILLINOIS TO ASSIST IN PREPARING CONCEPTUAL DESIGNS AND DETAILED COST ESTIMATES FOR A POTENTIAL BUILDING EXPANSION TOTALING APPROXIMATELY 2,500 SQUARE FEET FOR AN AMOUNT NOT TO EXCEED \$8,500.

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

E. Ms. Threadgill moved that:

THE BOARD PURCHASE AN ELECTRIC PAPER CUTTER FROM TOMPKINS PRINTING EQUIPMENT COMPANY AS DESCRIBED IN ATTACHMENT C – 0 4/05/16 FOR A SUM NOT TO EXCEED \$5,296.

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 a meeting was held on March 10, 2016, and the next meeting is scheduled for April 14, 2016.
- G. 1st Reading: The Board will review the Library Bylaws as presented in Attachment D – 04/05/16 for possible approval at the May 3, 2016 Board Meeting.

Ms. Semple suggested a change to Bylaws Sections dealing with the appointment of officers should an officer leave the Board before his/her term of office is completed. President Wright and Chairperson Kremer referred the matter back to the Bylaws Committee for possible redrafting.

- H. Ms. Semple, Personnel Committee Chair, stated that a meeting was held on March 10, 2016, and the next meeting is scheduled for April 14, 2016.
- I. President Wright, Heritage Committee Chair, stated that no meeting was held but one will be scheduled after the April 8, 2016 Volunteer Luncheon.
- J. Ms. Horn, Development Committee Chair, stated that a meeting was held on March 9, 2016 and the next meeting is scheduled for April 21, 2016.
- K. Ms. Webb moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR'S ANNUAL PERFORMANCE REVIEW AND GOALS FOR 2016 AS PRESENTED IN CLOSED ATTACHMENT E – 04/05/16

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered into Closed Session at 8:10 P.M.

- L. The Board returned to open session at 8: 15 P.M.

Ms. Semple moved that:

THE LIBRARY BOARD AWARD THE EXECUTIVE DIRECTOR AN ADDITIONAL FIVE (5) DAYS OF VACATION FOR FISCAL 2016 ONLY.

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

- M. Other New Business

No additional items were discussed under Other New Business

N. Adjournment

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

The meeting adjourned at 8:40 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____