

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
AUGUST 2, 2016

I.

President Wright 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, Semple, Threadgill, Vange, Webb, and Wright.

Absent was: Kremer.

Also present were Mary Constance Back, Reader's Services Director; Jennifer Collette, Reference Services Director; Lucia Khipple, Library Assistant Director and Youth Services Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; and David Ruff, Library Executive Director.

II.

Ms. Threadgill moved that:

THE SECRETARY'S MINUTES DATED JULY 5, 2016 BE APPROVED SUBJECT TO SEVERAL CORRECTIONS SUGGESTED BY MS. SEMPLE.

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 member of the public was in attendance.

IV.

Ms. Montague stated that the next Friends Book Sale is scheduled for November 17 - 20, 2016.

V.

Mr. Ruff introduced the Educational Presentation: Overview Of The Public Library Association And American Library Association Meetings. Librarian Darlene Eiffes (Youth Services), librarian Mary Millis (Adult Services), and Board Member Jess Arroyo gave an overview of the programs they attended and thanked the Board for supplying this educational opportunity. Mr. Ruff also gave a brief overview of the projected local inflation rate for 2017, the expected 2017 payrate increase, and the expected 2017 levy increase.

VI.

President Wright directed everyone's attention to the upcoming educational presentations listed in Attachment A and the new Board/Staff Committee List distributed in each Board Member's blue folder.

VII.

Mr. Ruff noted that the July usage statistics will be available at the next Board Meeting. Mr. Ruff also noted that the updated Library Policies and Bylaws were in each Board Member's Blue folders. Mr. Ruff, Ms. Khipple, and Ms. Back gave an overview of the Library's participation in the City's Farmers & Food Trucks events this summer.

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 30, 2016 IN THE AMOUNT OF \$262,789.47 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 is scheduled for Wednesday, August 17, 9:15 A.M. to discuss options to fund a proposed expansion of the west wing of the library.

Ms. Threadgill noted that the striping and crack filling of the parking lots has been completed and that the Youth Services exit security fence has been successfully installed.

Ms. Threadgill also noted that the July 22 Planning Committee meeting included an overview of the potential West Wing and Receiving Area Expansion designs presented by architect Carrie Matlock.

- D. In Chairperson Kremer's absence, Ms. Semple stated that the Bylaws Committee has completed its regularly scheduled work for this year, and reminded the Board that the updated Bylaws and Library Policies are included in this month's Blue Folders.
- E. Ms. Semple, Personnel Committee Chair, summarized the updates to the Library's Employee Handbook.
- F. Ms. Semple moved that:

THE BOARD APPROVE THE UPDATES TO THE EMPLOYEE HANDBOOK AS PRESENTED IN ATTACHMENT C – 08/02/16.

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

President Wright thanked Ms. Semple and the Personnel Committee for their work.

- G. President Wright, Heritage Committee Chair, stated that the next Heritage Committee Meeting is scheduled for 9:15am, Thursday, September 22, 2016.
- H. Ms. Horn, Development Committee Chair, stated that the next Development Committee Meeting will be in September or October of this year.
- I. Other New Business

No additional items were discussed under Other New Business.

X.

Adjournment

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

The meeting adjourned at 8:12 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____