

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
March 7, 2017

**I.**

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:04 P.M.

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

Absent was: (no Board Member was absent)

Also present were: City Council Member and Library Liaison, Rob Banger; Library Architect, Shannon Baird; Reference Services Director, Jennifer Collette; Maintenance Services Director, Sabri Kecici; Library Assistant and Youth Services Director, Lucia Khipple; Library Director, David Ruff; Special Services Director, Sharon Montague; Technical Services Director, Steve Rossi and Circulation Services Director, Mary Sebel.

**II.**

Ms. Semple moved that:

**THE SECRETARY'S MINUTES DATED FEBRUARY 7, 2017 BE APPROVED.**

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

Ms. Semple moved that:

**THE SECRETARY'S CLOSED MINUTES DATED FEBRUARY 7, 2017 BE APPROVED.**

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 updated the Board on the Friends activities, and noted that the next book sale will be March 9<sup>th</sup> – 12<sup>th</sup>.

#### V.

The educational presentation on Adult and Youth Databases was postponed until the April 4, 2017 Board Meeting.

#### VI.

President Wright noted the upcoming 2017 Educational Presentations.

#### VII.

Director Ruff reviewed the February usage statistics, and noted that Youth Services event, “Dr. Seuss Day,” was held March 4, 2017 and was again a great success. He also mentioned that City Manager, Barry Krumstok proposed an ordinance to waive all permit fees for this year’s West Wing Expansion and the future Receiving Room Expansion. Both waivers were unanimously approved by the City Council. Ms. Semple proposed that Mr. Ruff send an official thanks from the Library Board to Mr. Krumstok and the City Council. All Board Members concurred.

#### 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 MARCH 7, 2017 IN THE AMOUNT OF \$269,705.66 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, reported on the progress of the West Expansion.

D. Ms. Threadgill moved that:

**THE BOARD ACCEPT THE BASE BID OF \$797,000 FROM HAPP BUILDERS OF WAUKEGAN, ILLINOIS TO CONSTRUCT THE LIBRARY'S WEST EXPANSION PROJECT AND AUTHORIZE DIRECTOR RUFF TO SIGN THE FINAL CONTRACT AFTER WORKING WITH THE LIBRARY ATTORNEY TO REVIEW AND PREPARE THE FINAL DOCUMENTS.**

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

E. Ms. Webb moved that:

**THE BOARD ACCEPT ALTERNATES 02 – 05 AS LISTED IN ATTACHMENT C – 03/07/17 TO CONSTRUCT THE LIBRARY'S WEST EXPANSION PROJECT.**

**Alternate No. 2: Omit the solid surface counter, steel support posts, and related accessories from the south wall of the Garden Lounge.**

**Alternate No. 3: Omit the wall-mounted color-coated glass from Small Group Meeting Rooms.**

**Alternate No. 4: Omit the alcove side walls, wood veneer, and gypsum board ceiling from the north end of the Garden Lounge.**

**Alternate No. 5: Omit wall hydrant FPSC-1 and all related piping from the west wall of the Addition.**

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

F. Ms. Vange moved that:

**THE BOARD ACCEPT THE BID FROM ECS MIDWEST, LLC IN THE AMOUNT OF \$9,287 TO PROVIDE CONSTRUCTION TESTING SERVICES FOR THE WEST WING EXPANSION PROJECT.**

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

G. Ms. Vange moved that:

**THE BOARD ACCEPT THE BID FROM HOLIAN INDUSTRIES OF SPRING GROVE, ILLINOIS IN THE AMOUNT OF \$5,600 TO PROVIDE ASBESTOS REMOVAL SERVICES FROM WINDOW CAULK ON TWENTY WINDOWS AS PART OF THE WEST WING EXPANSION PROJECT.**

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

- H. Ms. Kremer, Bylaws Committee Chair, reported that the Committee will schedule a meeting to be held on a Thursday in March or early April to be announced.
- I. Ms. Semple, Personnel Committee Chair, reported that the Committee will schedule a meeting to be held on a Thursday in March or early April to be announced.
- J. Dr. Wright, Heritage Committee Chair, reported that the Volunteer Luncheon will be held on Saturday, May 6, 2017 at 12:30 P.M. The Heritage Committee will hold its next meeting after that date.
- K. Ms. Horn, Development Committee Chair, stated that the Committee will schedule its next meeting to be held on March 22, 2017 at 9:15 A.M.
- L. No additional items were discussed under Other New Business.

**X.**

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

The meeting adjourned at 8:07 P.M.

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Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date \_\_\_\_\_