

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
JULY 11, 2017

**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: Arroyo, Horn, Kremer, Semple, Threadgill, Vange, Webb, & Wright.

Absent was: Erturk

Also present were: 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; Mary Sebela, Circulation Services Director; and Judy Walther, CPA, McClure, Inserra & Company.

**II.**

Ms. Threadgill moved that:

**THE SECRETARY'S MINUTES DATED JUNE 6, 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.

**IV.**

Ms. Montague reported that the next Friends' Booksale will be July 13 – 16.

**V.**

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 2016. President Wright congratulated the Management Team and, in particular, Financial Services Coordinator Tang for a successful year.

Ms. Walther left the meeting at 7:13 P.M. after answering questions from the Board and noting the good cooperation between the City staff and the Library staff.

## VI.

President Wright reminded everyone of future educational presentations.

## VII.

Mr. Ruff summarized the monthly usage statistics. He also noted the increase in Summer Reading participation, and Ms. Back, Ms. Khipple, and Ms. Montague provided details from their respective departments. He reminded the Board that the Library is continuing its very successful participation in the City's Farmers & Food Trucks program.

## VIII.

There was no Unfinished Business.

## IX.

New Business

- A. Ms. Webb, Finance Committee Chair, reported that the Committee met, but lacked a quorum to approve minutes; however, bills were reviewed by Ms. Webb and Mr. Ruff, and the checks were prepared for payment pending the Board's vote. The Finance Committee Meeting was adjourned to the Board Room and reconvened for a detailed presentation of the Library Audit.
- B. Ms. Webb moved that:

**ACCOUNTS PAYABLE DATED JUNE 28, 2017 IN THE AMOUNT OF \$289,443.52 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, gave an overview of the progress of the expansion project and what is planned for the July construction schedule. She also noted that substantial completion is scheduled for July 21. President Wright and the Board asked Mr. Ruff and Ms. Threadgill to plan for a dedication ceremony to be held on a Sunday in the second half of August from noon to 1 P.M.

- D. Ms. Kremer, Bylaws Committee Chair, stated that tonight will be the first reading of the updates for the Bylaws. She noted that the next Bylaws Committee Meeting is scheduled for 9:15 A.M., August 10, 2017.
- E. Ms. Kremer presented the updates for the Bylaws. The Board reviewed the updates, and Ms. Kremer noted that the final vote to approve the updates will be held at the August 1, 2017 Board Meeting.
- F. Ms. Kremer moved that:

**THE BOARD APPROVE THE “MY MEDIA MALL INTERGOVERNMENTAL LIBRARY AGREEMENT” AS PRESENTED IN ATTACHMENT D – 07/11/17.**

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

- G. Ms. Webb moved that:

**THE BOARD APPROVE THE SMALL GROUP MEETING ROOM POLICY AS PRESENTED IN ATTACHMENT E – 07/11/17.**

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

- H. Ms. Semple, Personnel Committee Chair, stated that the next Personnel Committee Meeting is scheduled for 10:15 A.M., August 10, 2017.
- I. President Wright, Heritage Committee Chair, stated that the next Heritage Committee Meeting will take place in September or October of this year.
- J. Ms. Horn, Development Committee Chair, stated that the next Development Committee Meeting will take place in September or October of this year.
- K. President Wright introduced Ms. Semple to guide the Board through the election of Board Officers. Ms. Semple presented the Board Officer Slate of Candidates: Dick Wright, candidate for President, Jean Threadgill, candidate for Vice President, Peg Webb, candidate for Treasurer, and Marsha Kremer, candidate for Secretary.

Hearing no additional nominations from the floor, Ms. Semple moved that:

**THE BOARD CAST A UNANIMOUS BALLOT TO ELECT DICK WRIGHT, JEAN THREADGILL, PEG WEBB, AND MARSHA KREMER FOR ANOTHER ONE-YEAR TERM IN THEIR RESPECTIVE OFFICES.**

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

President Wright thanked Ms. Semple and the elected Board Officers for their service.

L. Other New Business

No additional items were discussed under Other New Business

**X.**

Ms. Vange moved that the meeting be adjourned. The motion was unanimously approved on a voice vote.

The meeting adjourned at 8:04 P.M.

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Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date \_\_\_\_\_