

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
February 7, 2017

**I.**

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:00 P.M.

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

Absent was: Vange

Also present were: City Council Member and Library Liaison, Rob Banger; Reader's Services Director, Mary Constance Back; Reference Services Director, Jennifer Collette; Maintenance Services Director, Sabri Kecici; Library Assistant and Youth Services Director, Lucia Khipple; Library Director, David Ruff; Technical Services Director, Steve Rossi and Circulation Services Director, Mary Sebela.

**II.**

Ms. Semple moved that:

**THE SECRETARY'S MINUTES DATED JANUARY 10, 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.**

In Ms. Montague's absence, Board Member Webb updated the Board on the Friends activities, and noted that the next book sale will be March 9th – 12<sup>th</sup>.

**V.**

Ms. Khipple led the educational presentation by presenting an overview of school services provided by the library.

## VI.

President Wright noted the 2017 Educational Presentations.

## VII.

Director Ruff reviewed the February usage statistics, and reminded the Board of the Library event “Dr. Seuss Day” to be held March 4, 2017.

## 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 FOR 2016 DATED FEBRUARY 7, 2017 IN THE AMOUNT OF \$126,160.55 BE APPROVED FOR PAYMENT.**

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

Ms. Webb moved that:

**ACCOUNTS PAYABLE FOR 2017 DATED FEBRUARY 7, 2017 IN THE AMOUNT OF \$208,704.91 BE APPROVED FOR PAYMENT.**

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

Total Accounts payable for this meeting equal \$334,865.46.

- C. Ms. Threadgill, Planning Committee Chair, reported on the progress of the West Expansion. She stated that the Committee’s next meeting will be on February 28, 2017 to discuss the construction bids received for the library’s west wing expansion.
- D. Ms. Kremer, Bylaws Committee Chair, reported that the Committee will soon set up meeting dates for 2017.

- E. Ms. Kremer moved that:

**THE BOARD APPROVE THE ILLINOIS PUBLIC LIBRARY ANNUAL REPORT FY2016-2017 FOR SUBMISSION TO THE ILLINOIS STATE LIBRARY SUBJECT TO A CORRECTION OF ANSWER 18.1 DEALING WITH ANNUAL CIRCULATION TOTALS**

Following the opportunity for discussion, the motion was unanimously approved on a voice vote.

- F. Ms. Semple, Personnel Committee Chair, stated that the Committee will schedule a meeting to be held on a Thursday in March to be announced. Salary ranges will be discussed.
- G. 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.
- H. Ms. Horn, Development Committee Chair, stated that the Committee will schedule its next meeting to be held in late February or early March.
- I. Ms. Webb moved that:

**THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR'S COMPENSATION.**

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered Closed Session at 7:59 P.M.

- J. Ms. Erturk moved that:

**THE BOARD RETURN TO OPEN SESSION.**

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered Open Session at 8:05 P.M.

- K. Ms. Threadgill moved that:

**THE EXECUTIVE DIRECTOR'S SALARY BE INCREASED BY 1.86% RETROACTIVE TO JANUARY 1, 2017 AND THAT HE BE EXTENDED FIVE ADDITIONAL PERSONAL DAYS TO BE USED PRIOR TO JANUARY 1, 2018.**

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

L. No additional items were discussed under Other New Business.

**X.**

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

The meeting adjourned at 8:09 P.M.

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Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date \_\_\_\_\_