

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
JULY 3, 2018

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:02 P.M.

Present: Arroyo, Horn, Kremer, Semple, Threadgill, Vange, Webb, and Wright

Absent: Erturk

Also present: Library/City Council Liaison, Rob Banger; Mary Constance Back, Readers' Services Director; Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Lucia Khipple, Library Assistant Director and Youth Services Director; Steve Rossi, Technical Services Director; and David Ruff, Library Executive Director.

II.

Ms. Threadgill moved that:

THE SECRETARY'S OPEN MINUTES DATED JUNE 5, 2018 BE APPROVED.

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

III.

The meeting was open to the public for a period not to exceed twenty minutes. No members of the public were in attendance.

IV.

Ms. Webb and Ms. Vange reminded everyone that the next Friends' Booksale is scheduled for July 12 – 15, and that the next Friends' Meeting is scheduled for Tuesday, July 10.

V.

There was no discussion of the DeKalb Public Library visit since everyone planned to make the trip later this year. Ms. Semple shared her visit to the Stockton, Illinois Public Library. Assistant Director Khipple presented a summary of the Harper Promise Scholarship Program. Under that program, students meeting the academic requirements and who undertake the required volunteer service can earn free tuition at Harper Community College. The program includes volunteer work at the Rolling Meadows Library. Ms. Khipple coordinates the 35 volunteers contributing volunteer time to the Library. The coordination requires work, but the

program is very popular and very well attended. Harper Promise volunteers have helped greatly in assisting Youth Services Summer Reading and other programs within the Library.

VI.

President Wright directed everyone's attention to the upcoming educational presentations listed in Attachment A.

VII.

Mr. Ruff noted that the Library's participation in the monthly City Market has been very well-received by residents. Ms. Back and Ms. Khipple discussed the continued strong patron response to the Summer Reading Programs in Adult and Youth Services. Adult Services participation includes 174 adults and 21 teens – an all-time high for this program.

VIII.

Unfinished Business

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 29, 2018 IN THE AMOUNT OF \$281,552.70 BE APPROVED FOR PAYMENT.

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

- C. Planning Committee Chair Threadgill stated that the next Planning Committee meeting date has not been set. She reported on the June 27th meeting which discussed the installation of L.E.D. lighting in the parking lot and outside "wallpack" lighting on the side of the building; additional landscaping outside the West Wing Expansion; the necessity of a future upgrade of the Library's computer catalog; and the plans for the North Expansion.

D. Ms. Threadgill moved that:

THE BOARD INSTRUCT THE DIRECTOR TO INCLUDE IN THE FISCAL 2019 BUDGET THE NORTH WING EXPANSION AS DESCRIBED IN ATTACHMENT C – 07/03/18 TO BE FUNDED THROUGH THE USE OF CAPITAL AND GENERAL RESERVE FUNDS.

Following a discussion in which Mr. Ruff reminded everyone that this was not a final vote on the project itself, but just a directive to include it in the budget planning process for Fiscal 2019, the motion carried unanimously on a roll call vote.

E. Ms. Kremer, Bylaws Committee Chair, stated that tonight will be the second and final reading of the proposed updates for the Bylaws. The first reading occurred at the June 5, 2018 Board Meeting. She noted that the next Bylaws Committee Meeting is scheduled for 9:15 A.M., July 19, 2018.

F. Ms. Kremer moved that:

THE BOARD GIVE FINAL APPROVAL TO THE UPDATED LIBRARY BYLAWS AS PRESENTED IN ATTACHMENT D – 07/03/18 (2nd Reading).

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

G. Personnel Committee Chair Semple reported that the Committee completed its work at the June 28 meeting and it will submit the updated Employee Handbook and Salary Ranges for approval at the August Board Meeting.

H. Mr. Wright reported that the next Heritage Committee meeting date has not been set, but that he expects a meeting to be scheduled for September.

I. Development Committee chair Horn stated that the next Development Committee meeting date has not been set.

J. 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.

K. Other New Business

President Wright notified the Board that he will send an e-mail to the Board next week to ask if they have any requests regarding committee assignments. No additional items were discussed under Other New Business.

X.

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

The meeting adjourned at 8:01 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____