

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
DECEMBER 4, 2018

I.

In President Wright's absence, Vice President Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:00 P.M.

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

Absent: Wright

Also present: Mary Constance Back, Readers' Services Director; Sabri Kecici, Building Services Director; Lucia Khipple, Assistant Director & Youth Services Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; Mary Sebela, Circulation Services Director; and David Ruff, Library Executive Director.

II.

Ms. Semple moved that:

THE SECRETARY'S OPEN MINUTES DATED NOVEMBER 6, 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. Montague announced that the Friends' Holiday Meeting is scheduled for Tuesday, December 11, 6:00 P.M. at the Library. Mr. Ruff described the \$3,000 gift to the Friends from an anonymous donor through an ongoing annual charitable trust.

V.

Building Services Director, Sabri Kecici, presented an overview of his department's operations entitled "A Day In The Life Of Maintenance". The Board thanked Mr. Kecici for a thorough and very educational presentation.

VI.

Due to President Wright's absence, there was no President's Report.

VII.

Mr. Ruff described the close cooperation between the City and the Library in utilizing the Library as a warming center for the community during last week's blizzard and power outage affecting over 1,000 residents.

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 as presented in Attachment B – 12/04/18.
- B. Ms. Webb moved that:

ACCOUNTS PAYABLE DATED NOVEMBER 30, 2018 IN THE AMOUNT OF \$272,062.78 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 and Mr. Ruff described the progress made on the bidding process for the Fire Panel Replacement Project and the North Expansion Project. Mr. Ruff reported that the stucco repair and soffit repair projects are on hold until we get warmer weather (hopefully this year, but if not, both projects will be scheduled for early Spring). He also described the soffit review recently performed by structural engineers. The oral report he received from the structural engineers was that there are no other areas of concern or danger, but he is awaiting the written report.
- D. Ms. Kremer, Bylaws Committee Chair, reported that the Committee completed its work and has no further meetings scheduled for this year.
- E. Ms. Semple moved that:

THE BOARD APPROVE THE LIBRARY'S ANNUAL PER CAPITA GRANT APPLICATION AS PRESENTED IN ATTACHMENT C - 12/04/18.

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

- F. Ms. Semple, Personnel Committee Chair, reported that the Committee completed its work and has no further meetings scheduled for this year.
- G. In Heritage Committee Chair Wright's absence, Committee members Ms. Kremer and Ms. Vange reported that the Committee completed its work and has no further meetings scheduled for this year.
- H. Ms. Horn, Development Committee Chair, reported that the Committee completed its work and has no further meetings scheduled for this year.
- I. Other New Business

There was no 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 7:42 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____