

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
AUGUST 6, 2019

I.

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

Present: Erturk, Horn, Kremer, Semple, Threadgill, Vange, Webb, and Wright.

Absent: Arroyo

Also present: Mary Constance Back, Readers' Services Director; Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; David Ruff, Library Executive Director.

II.

Ms. Vange moved that:

THE SECRETARY'S OPEN MINUTES DATED JULY 2, 2019 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 reported that the Friends had a successful Booksale and participated in the Independence Day Parade on July 4.

V.

This month's Educational Presentation: 2020 Budget Overview, was presented by Director Ruff. He outlined the capital improvements projects needed through 2040 and the financing strategy to fund them while reducing the Capital Reserves Levy. 2020 will be a year to plan the 2021 Main & Upper Level recarpeting and renovation. The largest capital expenditure for 2020 will be the necessary upgrade of the Library's Integrated Library System (electronic card catalog) because the manufacturer is in the process of ending support of this system. The Library's current system (named Millenium) was installed in 2008. At that time, we hoped it would have a service life of ten years. When replaced, it will have delivered twelve. The new system (Sierra) will have much greater capabilities.

VI.

President Wright noted that the new Board / Staff Committee List and Board Member Contact List have been distributed in this month's Board Meeting blue folders.

VII.

Mr. Ruff reported that the Apollo 11 program led by resident Bob Davidson was very successful and had 154 attendees. He also noted that the fire alarm panel project is virtually complete (a single actuator remains to be replaced) and that this will then allow for the final inspection of the North Expansion. On a sad note, he reported that former employee Karen Carrier passed away last week at her home in Tennessee. The Mayor appointed Jenifer Vinezeano as his replacement as 4th Ward Alderman.

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 AUGUST 2, 2019 IN THE AMOUNT OF \$428,452.87 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 she will work with the committee to set a date before the end of the year to begin the planning process for the 2021 Main and Upper Level recarpeting and renovation.
- D. Bylaws Committee Chair Kremer noted that Board Members can find the updated Bylaws and Library Policies, 3-hole punched, in their blue folders.
- E. Personnel Committee Chair Semple stated that no additional meetings are scheduled at this time.

F. Ms. Semple moved that:

THE BOARD APPROVE UPDATES TO THE EMPLOYEE HANDBOOK AS PRESENTED IN ATTACHMENT C – 08/06/19.

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

G. Ms. Semple moved that:

THE BOARD APPROVE THE NEW MINIMUM WAGE LAW IMPLEMENTATION AS PRESENTED IN ATTACHMENT D – 08/06/19.

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

H. Heritage Committee Chair Wright stated that the next Heritage Committee meeting will be September 12 at 10 A.M. and will include a discussion of possible 2020 Legacy Project honorees and next year's 60th anniversary for the Library (first opened to the public on February 29, 1960 – a Leap Year).

I. Development Committee Chair Horn stated that the next meeting will be in the fourth quarter of this year on a date that has yet to be determined.

J. Other New Business

Ms. Threadgill suggested everyone bring their calendars next month to organize potential dates for this year's library visits. No additional items were discussed under Other New Business.

X.

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

The meeting adjourned at 7:48 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____