

**ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING MINUTES
May 3, 2022**

I.

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

Present: Arroyo, Rubinkowski, Semple, Threadgill, Vange and Webb

Absent: Erturk, Kremer

Also present: Mary Constance Back, Readers Services Director; Jon Bisesi, Library/City Council Liaison; Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Lucia Khipple, Interim Executive Director & Youth Services Director; Karen Levenson, Administrative Associate; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; Mary Sebela, Circulation Services Director; and Kristin Troy, Administrative Services Coordinator.

A. Ms. Semple moved that:

THE SECRETARY'S OPEN MINUTES DATED 4/5/22 LIBRARY BOARD MEETING BE APPROVED.

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

B. Ms. Semple moved that:

THE SECRETARY'S OPEN MINUTES DATED 4/11/22 SPECIAL BOARD LIBRARY BOARD MEETING BE APPROVED.

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

C. Ms. Vange moved that:

THE SECRETARY'S CLOSED MINUTES DATED THE 4/11/22 SPECIAL LIBRARY BOARD MEETING BE APPROVED.

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

II.

The meeting was open to the public for a period not to exceed twenty minutes. No one from the public addressed the Library Board. Kristin Troy introduced Karen Levenson, Administrative Associate.

III.

Board President's Report - Ms. Threadgill discussed the Library Board ethics report, Statement of Economic Interests, was due 5/2/22. Ms. Threadgill also discussed the hiring of the new Library Director, Kevin Medows. A staff meet and greet is scheduled for Mr. Medows on 5/23/22 from 1-2 P.M. at the Library. Lastly, Ms. Threadgill discussed the return of departmental reports to the Library Board packet and the welcomed return of in-person Library programming this summer.

IV.

Executive Director's Report – Ms. Khipple mentioned the meet and greet for the new library director on 5/23/22 from 1-2 P.M. Ms Khipple presented the old and new Library Board webpage forthcoming on the Library's new website. Lastly, Ms. Khipple informed the board that Youth Services staff members participated in an Earth Day Celebration in conjunction with Park District.

V.

Friends Of The Library Report – Sharon Montague informed the Library Board that the next book sale will be May 12-15 and that the Friends have a meeting scheduled for May 10. Ms. Rubinkowski let us know that the Friends of the Library will be walking in the Memorial Day Parade, everyone is invited to join them.

VI.

New Business:

A. The Finance Committee met at 6:15 P.M. and reviewed financial documents.

B. Ms. Webb moved that:

ACCOUNTS PAYABLE DATED APRIL 30, 2022 IN THE AMOUNT OF \$264,252.73 AS PRESENTED IN ATTACHMENT A – 05/03/22 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 discussed the disbanding of the Executive Director Search Committee due to the fact that a new director has been hired.

D. Ms. Rubinkowski moved that:

THE BOARD DISBAND THE EXECUTIVE DIRECTOR SEARCH COMMITTEE.

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

- E. Planning Committee Report – Ms. Threadgill stated that no meeting is scheduled, but the railing on the east side of the building will be replaced when the materials are available and weather conditions are favorable.
- F. Personnel Committee Report – Ms. Semple stated that no meeting is scheduled.
- G. Bylaws Committee Report – Ms. Semple stated that no meeting is scheduled.
- H. Heritage Committee – No report.
- I. Development Committee – No report, however Ms. Semple noted that Library Board Officer elections take place in July, and nomination forms will be distributed in June.
- J. Ms. Semple moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) PERSONNEL –TO CONSIDER THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF A SPECIFIC EMPLOYEE.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Library Board entered Closed Session at 7:35 P.M.

- K. The Library Board returned to open session at 7:53 P.M.

Ms. Webb moved that:

THE LIBRARY BOARD APPROVE A BONUS FOR THE INTERIM EXECUTIVE DIRECTOR IN RECOGNITION OF HER ADDITIONAL DUTIES SINCE MARCH 1, 2022.

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

- L. New Business – A general request was made to include library program flyers in the Library Board packet.

VII.

Ms. Vange made a motion to adjourn the meeting. Following the opportunity for discussion, the question was called. The motion was unanimously approved on a voice vote.

The meeting was adjourned at 7:55 P.M.

Approved _____ Date _____

Marsha Kremer, Secretary
Rolling Meadows Library Board