

**ROLLING MEADOWS LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
7:00 P.M. – TUESDAY, SEPTEMBER 5, 2023  
BOARD ROOM**

**I. Call To Order & Introductions**

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 Board Members: Erturk, Gawlik, Kremer, Priest, Rubinkowski, Threadgill, Vange and Webb.

Absent Board Members: none

Also present: Kevin Medows, Executive Director; Lucia Khipple, Youth Services Director; Sharon Montague, Special Services Director; Karen Levenson, Administrative Associate and Stefanie Boucher, Alderperson/Council Liaison.

**II. Approval of Minutes**

A. Ms. Vange moved and Ms. Erturk seconded that:

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES  
DATED 08/08/23 BE APPROVED.**

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

**III. Meeting Open To The Public For Twenty Minutes**

The meeting was open to the public for a period not to exceed twenty minutes. No one from the public addressed the Board.

**IV. Educational Reports - none**

**V. Board President Report** – Jean Threadgill reported that she met with Kevin Medows, Stefanie Boucher, Mayor Lara Sanoica and City Manager Rob Sabo. Library Board meeting dates will now be added to the City’s calendar and the News & Views newsletter.

**VI. Executive Director’s Report** – Kevin Medows reported about the meeting with the City, and the Library Board’s meeting date of the first Tuesday of the month will work for 2024.

**VII. Friends Report** – Sharon Montague, Special Services reported that on Sept. 12 at 6:00 P.M. the Friends are going to unveil a memorial plaque. Next book sale will be November 10-12. Discussed relocating the monitor in the Friends bookstore.

**VIII. New Business:**

A. Ms. Webb reported that the Finance Committee met at 6:30 P.M. and reviewed the financial documents.

B. Ms. Webb moved and Ms. Rubinkowski seconded that:

**ACCOUNTS PAYABLE DATED AUGUST 2023 IN THE AMOUNT OF \$280,031.78 AS PRESENTED IN ATTACHMENT A – 08/08/2023 BE APPROVED FOR PAYMENT.**

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

C. Planning Committee – Jean Threadgill, Chair  
The Planning Committee met to discuss the Building Evaluation. Recreating a timeline of projects to include yearly dates to 2027 and later. The next meeting date TBD in October will include a walk thru of the building.

D. Personnel Committee Report – Chair vacant, no report.

E. Bylaws Committee Report – Marsha Kremer, Chair - no report.

F. Heritage Committee Report – Adrienne Rubinkowski, Chair – no report.

G. Development Committee Report – Marsha Kremer, Chair

**IX. Old Business**

None

**X. Any and all other business the Library Board may wish to discuss**

None

**XI. Adjournment**

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

The meeting adjourned at 7:36 P.M.

Approved \_\_\_\_\_ Date \_\_\_\_\_  
Marsha Kremer, Secretary October 3, 2023  
Rolling Meadows Library Board