

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
APRIL 2, 2019

**I.**

Vice-President Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:04 P.M.

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

Absent: Wright

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

**II.**

Ms. Semple moved that:

**THE SECRETARY'S OPEN MINUTES DATED MARCH 5, 2019 BE APPROVED.**

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

Ms. Webb moved that:

**THE SECRETARY'S CLOSED SESSION MINUTES CONCERNING 5 ILCS 120/2(C)(21) TO DISCUSS MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THE ACT AS PART OF THE SEMI-ANNUAL REVIEW MANDATED BY SECTION 2.06 AND AS SUPPORTED BY CLOSED ATTACHMENT F – 03/05/19 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. Vange reported that the March booksale earned approximately \$4,200 for the Friends.

**V.**

Mr. Ruff gave an overview of the libraries to be visited by Board and staff this year.

**VI.**

In President Wright's absence, Vice President Threadgill directed everyone's attention to the upcoming educational presentations listed in Attachment A, and reminded them that this year's Volunteer Appreciation Luncheon is scheduled for Saturday, May 4.

**VII.**

Mr. Ruff noted with sadness the passing of long-time patron, Mary Speck. While no memorial service was yet scheduled, the obituary asked that donations be made to the Rolling Meadows Library in lieu of flowers. Ms. Sebela shared some fond remembrances of Mary Speck's visits to the Library and friendly interaction with staff. Mr. Ruff also shared a note he received from a patron thanking members of the Circulation and Readers' Services staff for their excellent research work on his behalf.

**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 MARCH 31, 2019 IN THE AMOUNT OF \$367,151.02 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 meeting will be on Wednesday, April 3, at 10:00 A.M. Mr. Ruff reported on the progress made in scheduling the following projects: north expansion (to begin April 15); fire alarm panel replacement (to begin early May); additional security camera upgrade (to begin in mid-April); East Wing

soffit repair (to begin in April / May – depending on the weather); and the interior L.E.D. lighting upgrade (bid package to be developed this summer).

- D. Bylaws Committee Chair Kremer stated the next meeting will be on Thursday, April 4, at 9:15 A.M.
- E. Personnel Committee Chair Semple stated the next meeting will be on Thursday, April 4, at 10 A.M.
- F. In Mr. Wright’s absence, Mr. Ruff reported that the next Heritage Committee meeting will be scheduled after the Saturday, May 4 Volunteer Appreciation Luncheon.
- G. Development Committee chair Horn stated the Development Committee met on Thursday, March 21 to discuss the Director’s annual performance review and goals for 2019 and to plan this year’s Board Evaluation Survey. She requested that the Board and staff return their survey to Ruth Wagner in the Administration Office no later than Friday, April 12.
- H. Ms. Vange moved that:

**THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR’S ANNUAL PERFORMANCE REVIEW AND GOALS FOR 2019 AS PRESENTED IN CLOSED ATTACHMENT C – 04/02/19**

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered into Closed Session at 7:32 P.M.

The Board returned to Open Session at 7:50 P.M.

- I. Other New Business

No additional items were discussed under Other New Business.

**X.**

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

The meeting adjourned at 7:54 P.M.

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Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date \_\_\_\_\_