

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
JULY 2, 2019

**I.**

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:01 P.M.

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

Absent: None

Also present: Library/City Council Liaison, Jon Bisesi; Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Lucia Khipple, Assistant Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; David Ruff, Library Executive Director.

**II.**

Ms. Semple moved that:

**THE SECRETARY'S OPEN MINUTES DATED JUNE 4, 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 next Friends Booksale is scheduled for July 11 - 14. The Friends will participate in the Independence Day Parade on July 4. She also described a fundraiser at Rep's Place restaurant scheduled for Wednesday, July 17 in which a portion of all sales will be donated to the Friends.

**V.**

This month's Educational Presentation: North Expansion Project Summary, was presented by Vice President and Planning Committee Chair, Jean Threadgill. Ms. Threadgill noted that the project was completed on time (actually one week early), under budget (approximately \$11,000), and created no debt. She added some additional details and invited the Board to tour the facility after the Board Meeting.

## VI.

President Wright had no new items to present at this meeting.

## VII.

Mr. Ruff noted that Youth Services staff member, Elaine Sugent retired after 32 years of excellent service to the community. She will be missed by children, parents, and staff. Ms. Khipple gave an overview of the Library's successful participation in the most recent City Block Party. Mr. Bisesi received many positive comments about the Block Party and said the Central Road location was very successful.

## 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 JUNE 30, 2019 IN THE AMOUNT OF \$457,716.24 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 no new meeting date has yet been set. Ms. Threadgill and Mr. Ruff reported on the completion of the North Expansion Project (on time and under budget) and the Fire Alarm Panel Replacement (expected to be completed soon).

Ms. Webb had to leave the meeting at 7:20 P.M.

- D. Bylaws Committee Chair Kremer stated that no additional meeting is scheduled.
- E. Ms. Kremer moved that:

**THE BOARD GIVE FINAL APPROVAL TO THE UPDATED LIBRARY BYLAWS AS PRESENTED IN ATTACHMENT C – 07/02/19 (2<sup>nd</sup> Reading).**

Following the opportunity for discussion, the question was called. The motion carried unanimously (7-0, Webb absent) on a roll call vote.

F. Ms. Kremer moved that:

**THE BOARD APPROVE PROPOSED UPDATES TO THE LIBRARY POLICIES AS PRESENTED IN ATTACHMENT D – 07/02/19.**

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

- G. Personnel Committee Chair Semple stated that the Committee has completed its work for this year; therefore, no additional meetings are scheduled. She noted that the Committee will bring updates to the employee policy manual, salary range scale, and strategy for implementing the new Illinois Minimum Wage Law for approval at the next meeting.
- H. Heritage Committee Chair Wright stated that the next Heritage Committee meeting will be in September and will include a discussion of possible 2020 Legacy Project honorees and next year's 60<sup>th</sup> 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. Due to an error in the July Agenda, item “J” was a duplicate of item “I”.
- K. President Wright introduced Ms. Semple to guide the Board through the election of Board Officers. Ms. Semple presented the Board Officer Slate of Candidates: Dick Wright, candidate for President, Jean Threadgill, candidate for Vice President, Peg Webb, candidate for Treasurer, and Marsha Kremer, candidate for Secretary.

Hearing no additional nominations from the floor, Ms. Semple moved that:

**THE BOARD CAST A UNANIMOUS BALLOT TO ELECT DICK WRIGHT, JEAN THREADGILL, PEG WEBB, AND MARSHA KREMER FOR ANOTHER ONE-YEAR TERM IN THEIR RESPECTIVE OFFICES.**

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

President Wright thanked Ms. Semple and the elected Board Officers for their service.

Ms. Semple noted that Board Members' evaluations indicated a strong approval for the current Board Officer election process.

L. Other New Business

President Wright asked that Board members contact him by July 16 with any requests regarding changes to their committee assignments. No additional items were discussed under Other New Business.

X.

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

The meeting adjourned at 7:32 P.M.

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Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date \_\_\_\_\_