

**ROLLING MEADOWS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
7:00 P.M. - TUESDAY – JULY 5, 2022
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: Arroyo, Erturk, Kremer, Priest, Rubinkowski, Semple, Threadgill, Vange, and Webb

Also present: Mary Constance Back, Readers Services Director; Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Lucia Khipple, Youth Services Director; Karen Levenson, Administrative Associate; Kevin Medows, Executive Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; Mary Sebela, Circulation Services Director and Kristin Troy, Administrative Services Coordinator.

A. Welcome New Trustee Phil Priest

Ms. Threadgill introduced and welcomed Phil Priest, our new Library Board of Trustee member. Phil shared that he is an active member of the Friends of the Rolling Meadows Library and is excited to be appointed to the Library Board.

II. Approval of Minutes

A. Ms. Semple moved that:

THE SECRETARY’S OPEN MINUTES DATED 6/7/22 LIBRARY BOARD MEETING BE APPROVED.

Following the opportunity for discussion, the question was called. The motion was unanimously approved on 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 Library Board.

IV. Educational Report

No report at this time. The Board expressed interest in starting these up again.

V. Board President Report – Jean Threadgill, Board President

Ms. Threadgill referenced the Board/Staff Committees document and asked Board members to contact her by July 22, with requests regarding the committees they would like to serve on. She also commented that the new water fountains have been installed on each floor of the building.

VI. Executive Director’s Report – Kevin Medows, Executive Director

Mr. Medows reported that he spoke with former Director Ruff and with the City’s Finance Director. He reported the new Library app is available, and they are working on an improvement to have a barcode available in place of one’s library card. He is investigating emergency situation preparedness training for staff in response to the July 4th tragedy in Highland Park.

VII. Friends Report – Sharon Montague, Special Services Director

Ms. Montague reported that the Friends book sale is July 7-10. Their next meeting will be held July 12.

VIII. New Business:

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

B. Ms. Webb moved that:

ACCOUNTS PAYABLE DATED JUNE 30, 2022 IN THE AMOUNT OF \$268,000.73 AS PRESENTED IN ATTACHMENT A – 07/05/22 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 Report – Jean Threadgill, Chair reported that the next meeting date is to be determined.

D. Personnel Committee Report – Eunice Semple, Chair reported the next meeting is to be determined. Salary ranges and personnel policies will be the first order of business.

E. Bylaws Committee Report – Marsha Kremer, Chair reported the next meeting is to be determined.

F. Heritage Committee Report – Vacant, Ms. Threadgill described the role of the committee and there are no upcoming meetings scheduled.

G. Development Committee Report – Vacant, Chair No report

H. Election of Board Officers – Eunice Semple, Development Committee

President Threadgill introduced Ms. Semple to guide the Board through the election of the Board Officers. Ms. Semple presented the Board Officer Slate of Candidates: Jean Threadgill, candidate for President; Jess Arroyo, candidate for Vice President, Peg Webb, candidate for Treasurer, and Marsha Kremer, candidate for Secretary.

Hearing no additional nomination from the floor, Ms. Rubinkowski moved and Mr. Priest seconded that:

THE BOARD CAST A UNANIMOUS BALLOT TO ELECT JEAN THREADGILL PRESIDENT, JESS ARROYO VICE PRESIDENT, PEG WEBB TREASURER, AND MARSHA KREMER SECRETARY FOR A 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 Threadgill thanked Ms. Semple and the elected Board Officers for their service.

I. Other New business.
No new business.

IX. Adjournment

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 7:28 P.M.

Approved _____ Date _____

Marsha Kremer, Secretary
Rolling Meadows Library Board