

**ROLLING MEADOWS LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
7:00 P.M. - TUESDAY – NOVEMBER 1, 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 7:02 P.M. in the Library Board Room.

Present Board Members: Erturk, Priest, Kremer, Rubinkowski, Semple, Threadgill, Vange, and Webb,

Absent: Arroyo

Also present: Mary Constance Back, Readers Services Director; Pete DeCicco, 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; and Mary Sebela, Circulation Services Director.

Pete DeCicco the new Building Services Director was welcomed and introduced.

**II. Approval of Minutes**

A. Ms. Semple moved that:

**THE SECRETARY’S OPEN MINUTES DATED 10/04/22 LIBRARY  
BOARD MEETING BE APPROVED.**

Following the opportunity for discussion, the question was called. The motion was unanimously approved by 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**

A. Lucia Khipple presented a video slideshow of photos from the three city Halloween events the library participated in, and also shared the Library’s YouTube channel Rhyme Time Tuesdays video.

B. Kevin Medows reported about the Per Capita requirements and referenced the *Serving Our Public 4.0 Standards for Illinois Public Library* book.

**V. Board President Report – Jean Threadgill, Board President**

No report

**VI. Executive Director's Report – Kevin Medows, Executive Director** reported the budget is progressing well through City Council. Book Lover's Day was a big success, 55 people attended and were happy to be back in person

**VII. Friends Report – Sharon Montague, Special Services Director**

Ms. Montague reported that their next meeting is scheduled for November 8 and the book sale will be November 17-20.

**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 and Adrienne Rubinkowski seconded that:

**ACCOUNTS PAYABLE DATED OCTOBER 2022 IN THE AMOUNT OF \$303,867.74 AS PRESENTED IN ATTACHMENT A – 11/01/22 BE APPROVED FOR PAYMENT.**

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

C. Jean Threadgill, Planning Committee Chair  
Did not meet, no report at this time.

D. Eunice Semple, Personnel Committee Chair, reported they met, and reviewed changes to the Employee Handbook, and their next meeting is scheduled for November 16.

E. Bylaws Committee Report – Marsha Kremer, Chair  
Did not meet, no report at this time.

F. Heritage Committee Report – Adrienne Rubinkowski, Chair  
Did not meet, no report at this time.

G. Marsha Kremer, Development Committee Chair discussed various professional library organizations and will investigate which ones to join.

H. Ms. Kremer moved and Adrienne Rubinkowski seconded that:

**THE BOARD APPROVE THE RESOLUTION ESTABLISHING THE REGULAR MEETING DATES OF THE BOARD OF LIBRARY TRUSTEES OF THE CITY OF ROLLING MEADOWS, COOK COUNTY, ILLINOIS FOR 2023 AS PRESENTED IN ATTACHMENT B – 11//01/22.**

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

I. Other New Business  
There was no other new business.

**IX. CLOSED SESSION**

No closed session.

**X. Adjournment:**

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

The meeting was adjourned at 7:59 P.M.

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