

ROLLING MEADOWS LIBRARY  
BOARD OF TRUSTEES MEETING  
October 4, 2011

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:00 P.M.

Present were Cavi, Kremer, Pauly, Sanchez, Semple, Swenson, Threadgill, and Webb.

Also present were David Ruff, Executive Director; Lucia Khipple, Assistant Library Director and Youth Services Director; Mary Sebela, Circulation Services Director; Mary Constance Back, Readers' Services Director; Sharon Montague, Special Services Director; Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; and Pat Gottschlich, Administrative Services Coordinator.

II.

Mrs. Threadgill moved that:

**THE SECRETARY'S MINUTES DATED SEPTEMBER 6, 2011 BE APPROVED AS SUBMITTED.**

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

Mrs. Semple moved that:

**THE SECRETARY'S CLOSED MINUTES DATED SEPTEMBER 6, 2011 BE APPROVED AS SUBMITTED.**

Following the opportunity for discussion, the question was called. The motion carried unanimously 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 chose to speak.

IV.

In the absence of Ms. Worth, Mrs. Montague stated that the Friends' hosted a social event in place of their September meeting. A Friends' Fall Book Sale will be held on November 10 – 13, 2011.

V.

The Educational Presentation, Trends In Non-Fiction Readers' Advisory Service, was postponed to the November Board meeting. Board and Staff Members reported on library visits to the following libraries; Glenview Public Library, Antioch District Library, Wilmette Public Library, and the Fox Lake District Library. Those in attendance also discussed the recent tour of Baker and Taylor in Momence, IL.

VI.

President Wright reviewed and updated the 2011 Board Calendar and Educational Presentations.

VII.

Mr. Ruff reviewed statistics and reported that they were slightly down, but should improve with the return to school of area students. Mrs. Khipple reported on the process of acquiring a new server and hiring a consultant to aid in the installation of the server.

VIII.

There was no Unfinished Business.

IX.

- A. Mrs. Webb, Finance Committee Chair, stated that the Committee met today to review income and expenses.
- B. Mrs. Webb moved that:

**ACCOUNTS PAYABLE DATED SEPTEMBER 30, 2011 IN THE AMOUNT OF \$264,624.87 BE APPROVED FOR PAYMENT.**

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

- C. Mrs. Webb moved that:

**THE BOARD APPROVE THE FY2012 LIBRARY BUDGET AS PRESENTED IN ATTACHMENT C – 10/04/11.**

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

- D. Mrs. Semple moved that:

**THE BOARD APPROVE THE LIBRARY'S ANNUAL PER CAPITA GRANT APPLICATION AS PRESENTED IN ATTACHMENT D – 10/04/11.**

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

- E. Mrs. Threadgill, Planning Committee Chair, stated that no meeting was held and none is planned.
- F. Mrs. Kremer, Bylaws Committee Chair, stated that no meeting was held and none is planned.
- G. Mrs. Semple, Personnel Committee Chair, stated that no meeting was held and none is planned. Board Members were asked to replace the Employee Handbook pages with updated pages distributed at tonight's meeting.
- H. President Wright, Heritage Committee Chair, stated that no meeting was held, but one is scheduled on October 13, 2011.
- I. Mrs. Pauly, Development Committee Chair, stated that a meeting was held on September 8, 2011 to prepare the 2012 Educational Presentations list and set the 2012 Committee Meeting Dates.
- J. Mrs. Pauly moved 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 2010 AS PRESENTED IN ATTACHMENT E – 10/04/11.**

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

- K. Mrs. Pauly presented the Possible Board Meeting Educational Presentations for 2012. Attachment E – 10/04/11 is an informational attachment and did not require a vote.
- L. Other New Business:

The annual Board and Staff Holiday Party is scheduled on December 4, 2011.

No additional items were discussed under Other New Business.

X.

Mrs. Threadgill moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 9:02 P.M.

\_\_\_\_\_ Date \_\_\_\_\_

Marsha Kremer, Secretary  
Rolling Meadows Library Board