

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
June 3, 2008

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:05 P.M.

Present were Hart, Konn, Kremer, Pauly, Sanchez, Semple, Threadgill, Webb, and Wright.

Also present were David Ruff, Executive Director; Lucia Khipple, Library Assistant Director and Director of Youth Services; Joyce Schweda, Technical Services Director; Mary Constance Back, Director of Readers' Services; Mary Sebela, Director of Circulation Services; Sharon Montague, Special Services Director; Jennifer Collette, Reference Services Director; Roy Minnich, Building Services Director; John Matysek, LAN Technician; Kathy Kwandras, 6th Ward Alderwoman and City/Library Liaison; Pat Gottschlich, Administrative Services Coordinator; and Pat Konn.

II.

Mrs. Threadgill moved that:

THE SECRETARY'S MINUTES DATED MAY 6, 2008 BE APPROVED AS SUBMITTED.

Following the opportunity for discussion, the question was called. The motion carried 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.

Sharon Montague, Special Services Director, stated the Friends marched in the Memorial Day Parade and that the next Book Sale will be held July 24 through July 27, 2008.

V.

John Matysek, LAN Technician/Webmaster, presented a Web Site Development program explaining the redesign of and future plans for the Library Web Page.

VI.

President Wright reviewed and updated the 2008 Board Calendar and, due to the delayed opening of the Broadcast Museum, requested ideas to replace the scheduled August visit.

VII.

David Ruff, Executive Director, reviewed the year to date statistics. Mrs. Khipple, Director of Youth Services, said she expected an increase in Summer Reading participation due in part to a promotional video produced by local students. Mr. Ruff stated that the Telecirc replacement is now in use.

VIII.

Mrs. Pauly, NSLS Representative, stated the NSLS monthly theme Using 23 Things in Your Library is available on the NSLS web page.

IX.

There was no Unfinished Business.

X.

- A. Mrs. Hart, Finance Committee Chair, stated that the Committee met today to review income and expenses.
- B. Mr. Ruff explained the Library's migration from a cash to an accrual accounting system, as per the auditor's recommendation.

Mrs. Hart moved that:

ACCOUNTS PAYABLE DATED MAY 31, 2008 IN THE AMOUNT OF \$243,020.99 BE APPROVED FOR PAYMENT.

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

- C. Mrs. Threadgill, Planning Committee Chair, said no meeting was held. The next meeting is scheduled on July 22, 2008 to discuss the renovation of Youth Services.
- D. Mr. Konn moved that:

THE BOARD AWARD THE PRINT SYSTEM PURCHASE CONTRACT TO THE RECOMMENDED VENDOR (ENVISION WARE) AS SUMMARIZED IN ATTACHMENT C – 06/03/08.

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

- E. Mrs. Semple moved that:

THE BOARD AWARD THE PARKING LOT PAVING CONTRACT TO THE RECOMMENDED VENDOR (A – PREFERRED) AS SUMMARIZED IN ATTACHMENT D – 06/03/08.

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

F. Mrs. Kremer, Bylaws Committee Chair, stated that no meeting was held. The annual Library Policy review will begin at the June 12, 2008 meeting.

G. Mrs. Threadgill moved that:

THE BOARD APPROVE THE ILLINOIS PUBLIC LIBRARY ANNUAL REPORT FOR FY2007-2008 AS PRESENTED IN ATTACHMENT E – 06/03/08.

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

H. Mrs. Semple, Personnel Committee Chair, said the May 28, 2008 meeting was postponed until June 5, 2008 to begin the annual Salary Classification review.

I. Mrs. Pauly, Development Committee Chair, said a meeting was held today to discuss the FY2009 Professional Development Budget and the Annual Board Evaluation Survey results. Mrs. Pauly lead a discussion of the Survey results.

J. Other New Business.

Mrs. Semple distributed nomination forms to allow Board members to nominate candidates to be slated ahead of the July election. The completed forms should be returned to the Administration Office by June 10, 2008.

K. There was no Other New Business.

XI.

Mrs. Threadgill moved that:

THE MEETING BE ADJOURNED.

The meeting was adjourned at 8:47 P.M.