

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
September 2, 2008

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:04 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; Mary Constance Back, Director of Readers' Services; Mary Sebela, Director of Circulation Services; Sharon Montague, Special Services Director; 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 AUGUST 5, 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.

VI.

Sharon Montague, Friends of the Library Liaison, reported that a Friends' Membership Event would be held in conjunction with the Jazz and Java Concert on September 14, 2008.

V.

Board Members and Staff discussed the recent Library Tour visit to Northwestern University.

VI.

President Wright reviewed and updated the 2008 Board Calendar and reminded those in attendance of the September 25, 2008 Staff Award Ceremony.

VII.

Mr. Ruff, Executive Director, reported that the air conditioner chiller compressor was replaced. Also, the debit card system has been replaced with new coin-op equipment. Mr. Ruff stated that the door counter again affected the statistics, but Summer Reading programs provided double digit increases in many areas. Mr. Konn led a discussion of tax levy discussions held at a recent Harper College Community Night.

VIII.

Mrs. Pauly, NSLS Representative, stated that the first class of the Trustee Certification Program will be held on September 4, 2008. NSLS website updates were reviewed.

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. Mrs. Hart moved that:

ACCOUNTS PAYABLE DATED AUGUST 29, 2008 IN THE AMOUNT OF \$266,179.45 BE APPROVED FOR PAYMENT.

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

C. Mr. Ruff presented the first draft of the Fiscal 2009 Budget and distributed a summary handout to those in attendance.

D. Mrs. Threadgill, Planning Committee Chair, stated that no meeting was held but one is scheduled on December 9, 2008.

E. Mrs. Kremer, Bylaws Committee Chair, said that a meeting was held on August 14, 2008 to discuss updates to the Library Bylaws and Policies.

F. Mrs. Kremer moved that:

THE BOARD APPROVE UPDATES TO THE LIBRARY BYLAWS AND POLICIES AS PRESENTED IN ATTACHMENT D – 09/02/08.

Following the opportunity for discussion it was decided that additional Bylaws updates will be presented for a 2nd reading and approval at the October Board meeting.

Mrs. Kremer moved that:

THE BOARD APPROVE UPDATES TO THE LIBRARY POLICY MANUAL AS PRESENTED IN ATTACHMENT D – 09/02/08 WITH AMENDMENTS NOTED.

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

- G. Mrs. Semple, Personnel Committee Chair, stated a meeting will be held on September 17, 2008 to finish the Employee Handbook and Job Description Reviews.
- H. Mrs. Pauly, Development Committee Chair, stated that no meeting was held but one will be scheduled to plan the 2009 Educational Presentations.
- I. Mrs. Threadgill moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(21) TO DISCUSS MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT AS PART OF THE SEMI – ANNUAL REVIEW MANDATED BY SECTION 2.06 AS PRESENTED IN CLOSED ATTACHMENT E – 09/02/08.

The motion carried unanimously on a voice vote.

Following a 5 minute recess, the Board entered into Closed Executive Session at 9:05 P.M.

- J. The Board returned to open session at 9:08 P.M.
- K. Mr. Konn moved that:

THE CLOSED MINUTES RECOMMENDED FOR RELEASE AND REVIEWED UNDER 5 ILCS 120/2(C)(21) NO LONGER NEED CONFIDENTIAL TREATMENT AND MAY BE MADE AVAILABLE FOR PUBLIC INSPECTION.

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

- L. There Was No Other New Business.

XI.

Mrs. Webb moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 9:11 P.M.

Marsha Kremer _____
Secretary - Rolling Meadows Library Board

Date _____