

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
January 6, 2009

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:01 P.M.

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

Also present were David Ruff, Executive Director; Lucia Khipple, Assistant Library Director and Youth Services Director; Jennifer Collette, Reference Services Director; Mary Sebela, Director of Circulation Services; Joyce Schweda, Technical Services Director; Sharon Montague, Special Services Director; Duncan Swenson, a Member of the Public; Pat Gottschlich, Administrative Services Coordinator; and Pat Konn.

Roy Minnich, Director of Building Services, arrived at 7:04 P.M.

Mary Constance Back, Director of Readers' Services, arrived at 7:05 P.M.

II.

Mrs. Threadgill moved that:

THE SECRETARY'S MINUTES DATED DECEMBER 2, 2008 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.

Sharon Montague, Friends of the Library Liaison, reported the Friends' Holiday Party was held in December. Mr. Ruff was joined in thanking the group for receipt of the second and final payment for the ILS System (Integrated Library System).

V.

Mr. Ruff, Executive Director, reviewed the 2009 Library Visits Packet. Libraries to be visited include Lombard, Woodridge, Evanston, Harwood Height, Niles, and Addison. Visit feedback will be presented in April, July, and November.

VI.

President Wright reviewed the 2009 Board Calendar and thanked the Development Committee for its preparation.

VII.

Mr. Ruff, Executive Director, stated that the new green Monthly Statistical Summary repeats much of the information on the yellow statistical page and noted that, while the yellow statistical sheet will be prepared for internal use, it will now be made available to Board Members upon request. Mr. Ruff reviewed 2008 figures; a 9.5% increase in Questions Asked, a 3.1% increase in Circulation, and a 2.7% increase in Visits.

VIII.

Mrs. Pauly, NSLS Representative, reported that the NSLS Annual Awards Banquet is scheduled on March 20, 2009. Contact Ruth Wagner if you are interested in attending. There is a January 23, 2009 deadline to cast your votes. In addition, the Illinois Legislation Breakfast is scheduled on February 15, 2009.

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 DECEMBER 29, 2008 IN THE AMOUNT OF \$290,338.25 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, reported the next meeting is scheduled on January 20, 2009 to discuss the lower level renovation.
- D. Mrs. Kremer, Bylaws Committee Chair, reported that no meeting was held.
- E. Mrs. Semple, Personnel Committee Chair, reported that a meeting is scheduled on January 15, 2009 to complete the annual review of the *Employee Handbook*.
- F. Mrs. Pauly, Development Committee Chair, stated that no meeting was held.

G. 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 8:03 P.M.

Marsha Kremer _____
Secretary - Rolling Meadows Library Board

Date _____