

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
February 3, 2009

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, Pauly, Sanchez, Semple, Threadgill, and Wright.

Also present were David Ruff, Executive Director; Lucia Khipple, Assistant Library Director and Youth Services Director; Mary Constance Back, Director of Readers' Services; Jennifer Collette, Reference Services Director; Mary Sebela, Circulation Services Director; Joyce Schweda, Technical Services Director; Sharon Montague, Special Services Director; Roy Minnich, Building Services Director; Patrick Graf, Information Technology Director; Pat Gottschlich, Administrative Services Coordinator; and Pat Konn.

Absent were Kremer and Webb.

II.

Mrs. Semple moved that:

THE SECRETARY'S MINUTES DATED JANUARY 6, 2009 BE APPROVED AS SUBMITTED.

After the following correction:

Page 2, Section VIII, correct the date of the Illinois Legislative Breakfast from February 15, 2009 to February 16, 2009.

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 next Friends' Book Sale is scheduled from March 26 through March 29, 2009.

V.

Mr. Ruff, Executive Director, presented an overall review of The Integrated Library System: One Year Later. Department Directors Patrick Graf, Jennifer Collette, Mary

Constance Back, Joyce Schweda, Lucia Khipple, and Mary Sebela presented reviews and possible future features based on each department's perspective.

VI.

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

VII.

Mr. Ruff, Executive Director, presented the Monthly Statistical Summary. Mr. Ruff thanked Rolling Meadows author Esther Perica for a gift to the Library of a stained glass wall hanging which will be displayed near the Library's main entrance.

VIII.

Mrs. Pauly, NSLS Representative, stated that online registration deadline for The Illinois Legislative Breakfast has been extended to February 9, 2009. The March 20, 2009 NSLS Annual Awards Banquet reservations should be made by contacting Ruth Wagner. Mrs. Pauly also presented an overview of upcoming NSLS programs.

IX.

There was no Unfinished Business.

X.

- A. Mrs. Hart, Finance Committee Chair, stated that the Committee met today to review year-end and January 2009 income and expenses.
- B. Mrs. Hart moved that:

ACCOUNTS PAYABLE DATED JANUARY 26, 2009 FOR YEAR ENDING DECEMBER 31, 2008 IN THE AMOUNT OF \$147,002.23 BE APPROVED FOR PAYMENT.

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

Mrs. Hart moved that:

ACCOUNTS PAYABLE DATED JANUARY 31, 2009 FOR THE YEAR 2009 IN THE AMOUNT OF \$113,724.39 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 that a meeting was held on January 20, 2009 to discuss the lower level renovation, adding Ethernet connections in Adult Services, and planning for a new telephone system. The next meeting will be held on March 12, 2009.
- D. In the absence of Mrs. Kremer, Bylaws Committee Chair, no report was presented.
- E. Mrs. Semple moved that:

THE BOARD APPROVE THE NON-RESIDENT LIBRARY CARD PROGRAM AS PRESENTED IN ATTACHMENT C – 2/03/09.

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

- F. Mrs. Semple moved that:

THE BOARD APPROVE THE RESOLUTION ADOPTING THE NORTH SUBURBAN LIBRARY SYSTEM REVISED RECIPROCAL BORROWING TENETS AS PRESENTED IN ATTACHMENT D - 2/03/09.

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

- G. Mrs. Semple, Personnel Committee Chair, reported that a meeting was held on January 15, 2009 to complete the annual review of the *Employee Handbook*. The next meeting, on April 23, 2009, will be held to begin the annual salary review.
- H. Mrs. Semple moved that:

THE BOARD APPROVE UPDATES TO THE EMPLOYEE HANDBOOK PRESENTED IN ATTACHMENT E – 2/03/09.

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

- I. Mrs. Pauly, Development Committee Chair, stated that no meeting was held but a meeting will be scheduled in March.
- J. Mrs. Threadgill moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR'S COMPENSATION AS PRESENTED IN CLOSED ATTACHMENT F – 02/03/09.

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

The Board returned to open session at 9:26 P.M.

K. Mrs. Semple moved that:

THE BOARD APPROVE A 1.8% SALARY INCREASE FOR EXECUTIVE DIRECTOR RUFF FOR THE YEAR 2009, RETROACTIVE TO 01/01/09.

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. Threadgill moved that the meeting be adjourned and, on a voice vote, the motion was unanimously approved. The meeting adjourned at 9:30 P.M.

Marsha Kremer _____
Secretary - Rolling Meadows Library Board

Date _____