

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
March 3, 2009

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 Hart, Konn, Kremer, Pauly, Sanchez, Semple, Webb, and Wright.

Also present were David Ruff, Executive Director; Mary Constance Back, Director of Readers' Services; Jennifer Collette, Reference Services Director; Mary Sebela, Circulation Services Director; Sharon Montague, Special Services Director; Kathy Kwandras, 6th Ward Alderwoman and City/Library Liaison; Pat Gottschlich, Administrative Services Coordinator; and Pat Konn.

Absent was Threadgill.

II.

Mrs. Semple moved that:

THE SECRETARY'S MINUTES DATED FEBRUARY 3, 2009 BE APPROVED AS SUBMITTED.

After the following corrections:

Page 2, Section X., Item B, ACCOUNTS PAYABLE DATED JANUARY 31, 2009 **FOR THE YEAR 2009** IN THE AMOUNT OF \$113,724.39 BE APPROVED FOR PAYMENT.

Page 4, Section X., Item K, 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. The motion carried unanimously on a voice vote.

Mrs. Pauly moved that:

THE SECRETARY'S CLOSED MINUTES DATED FEBRUARY 3, 2009 BE APPROVED AS SUBMITTED.

After the following correction:

The Board returned to open session at **9:26 PM** on February 3, 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, distributed a flyer requesting donations for the Friends' Spring Book Sale scheduled from March 26 through March 29, 2009.

V.

Mr. Ruff, Executive Director, presented a Review of the 2008 Usage Statistics, including the 9.5% increase in Questions Asked and the increasing number of patrons using the Library due to the recession. Mr. Ruff noted a 2009 4.4% year-to-date increase in Internet Sessions and also reported that the planned fiber optic connection will triple our current Bandwidth.

VI.

President Wright reviewed the 2009 Board Calendar and noted a letter from Illinois Secretary of State White awarding the Library \$29,765.92 in Per Capita Grant funds.

VII.

Mr. Ruff, Executive Director, reported that Youth Services will celebrate Dr. Seuss Day on Saturday, March 7, 2009. Mr. Ruff also reported on the *Library Journal's* new five star library rating system which is based, for the most part, on per capita usage.

VIII.

Mrs. Pauly, NSLS Representative, stated that the NSLS Annual Awards Banquet will be held on March 20, 2009. Mrs. Pauly also invited interested staff members to look into the open seat on the NSLS Board of Directors. Mrs. Semple, Mr. Sanchez, and Mr. Konn reported on the recent Legislative Breakfast. It was suggested that an updated list of our State and Federal Legislators be made available to the Board.

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 FEBRUARY 27, 2009 IN THE AMOUNT OF \$232,512.18 BE APPROVED FOR PAYMENT.

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

- C. In the absence of Mrs. Threadgill, Planning Committee Chair, Mr. Sanchez reported that a meeting will be held on March 12, 2009 to discuss carpeting the lower level, the building phone system Request for Proposal, and Ethernet and Broadband improvements.
- D. Mrs. Kremer, Bylaws Committee Chair, reported that no meeting was held but one will be scheduled.
- E. Mrs. Semple, Personnel Committee Chair, reported that a meeting will be held on April 23, 2009 to begin the annual Salary Classification review.
- F. Mrs. Pauly, Development Committee Chair, stated that a meeting is scheduled on March 17, 2009 to discuss Mr. Ruff's goals and to plan the Annual Board Survey.
- G. Mrs. Pauly 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 5 ILCS 120/2.06(d) AS PRESENTED IN CLOSED ATTACHMENT C – 03/03/09.

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

Following a 5 minute recess, the Board entered into Closed Executive Session at 8:14 P.M.

- H. The Board returned to open session at 8:18 P.M.
- I. Mrs. Kremer moved that:

THE CLOSED MINUTES RECOMMENDED FOR RELEASE AS PER CLOSED ATTACHMENT C – 03/03/09 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. The motion carried unanimously on a roll call vote.

J. 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 8:20 P.M.

Marsha Kremer _____
Secretary - Rolling Meadows Library Board

Date _____