

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
May 5, 2009

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:02 P.M.

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

Also present were David Ruff, Executive Director; Lucia Khipple, Assistant Library Director and Youth Services Director; Jennifer Collette, Reference Services Director; Mary Sebela, Circulation Services Director; Joyce Schweda, Technical Services Director; Roy Minnich, Building Services Director; Patrick Graf, Information Technology Director; Julie Tang, Financial Services Coordinator; Judy Walther, CPA, McClure, Inserra & Company; Pat Gottschlich, Administrative Services Coordinator; and Pat Konn.

Absent was Kremer.

II.

Mrs. Webb moved that:

**THE SECRETARY'S MINUTES DATED APRIL 7, 2009 BE APPROVED AS SUBMITTED.**

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

Mary Constance Back, Director of Readers' Services arrived at 7:07 P.M.

Gretchen Rydin, of State Representative Mark Walker's office, arrived at 7:11 P.M.

Mrs. Semple moved that:

**THE SECRETARY'S CLOSED MINUTES DATED APRIL 7, 2009 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.

No Friends' of the Library report was presented.

V.

No Educational Presentation was scheduled this month.

VI.

President Wright reviewed the 2009 Board Calendar and thanked those responsible for planning the Annual Volunteer Luncheon.

VII.

Mr. Ruff, Executive Director, reported an increase in usage statistics and stated that Visits were up almost 16%, Circulation was up nearly 5%, Questions Asked was up 16%, and Internet Sessions were up 15%. Mr. Ruff reported that Ethernet will be available in the next week. Mrs. Khipple reported on the May 2, 2009 Dia de Los Ninos.

VIII.

Mrs. Pauly, NSLS Representative, said that newest Trustee Training series has been added to the NSLS website. Also, the Annual American Library Association Conference will be held from July 9 – 15, 2009 at McCormick Place in Chicago.

IX.

There was no Unfinished Business.

X.

- A. Judy Walther, CPA, McClure, Inserra & Company, presented the annual audit overview and recommendations to those in attendance.
- B. Mrs. Hart, Finance Committee Chair, stated that the Committee met today to review income and expenses.
- C. Mrs. Hart moved that:

**ACCOUNTS PAYABLE DATED MAY 1, 2009 IN THE AMOUNT OF \$274,700.99 BE APPROVED FOR PAYMENT.**

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

- D. Mrs. Threadgill, Planning Committee Chair, reported that a meeting was held on April 21, 2009 to review the 2009 Telephone Bid Proposals.

Mrs. Kremer entered the meeting at 8:02 P.M.

- E. Mrs. Threadgill moved that:

**THE BOARD AWARD THE DIGITAL PHONE SYSTEM PURCHASE TO ATC AS PRESENTED IN ATTACHMENT C - 5/05/09, NOT TO EXCEED \$14,040.00.**

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

- F. Mrs. Sebela, Director of Circulation Services, reported that due date cards should be purchased to meet increased patron needs and replace lost and damaged cards.

Mrs. Semple moved that:

**THE BOARD APPROVE THE PURCHASE OF DUE DATE CARDS FROM STANGER LITHO GRAPHICS AS PRESENTED IN ATTACHMENT D - 5/05/09, NOT TO EXCEED \$4,686.00.**

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

- G. Mr. Ruff stated that increased patron computer access needs would be met if equipment was purchased and installed to allow the Community Room to become a mobile computer class lab and free up the current lab computers for patron use.

Mrs. Semple moved that:

**THE BOARD APPROVE THE PLAN TO PURCHASE AND INSTALL EQUIPMENT TO USE THE COMMUNITY ROOM AS A MOBILE COMPUTER LAB FOR CLASSES AS PRESENTED IN ATTACHMENT E – 5/05/09, NOT TO EXCEED \$8,000.00.**

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

- H. Mrs. Kremer, Bylaws Committee Chair, stated that no meeting was held. The next meeting is scheduled on May 20, 2009.

- I. Mrs. Semple, Personnel Committee Chair, reported that a meeting was held on April 23, 2009 and the next meeting is scheduled on May 21, 2009.

J. Mrs. Pauly, Development Committee Chair, stated that a meeting will be held on May 12, 2009 to discuss Board Survey responses.

K. 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 8:40 P.M.

Marsha Kremer \_\_\_\_\_  
Secretary - Rolling Meadows Library Board

Date \_\_\_\_\_