

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
June 2, 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, 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; Mary Constance Back, Readers' Services Director; Joyce Schweda, Technical Services Director; Roy Minnich, Building Services Director; Patrick Graf, Information Technology Director; and Pat Konn.

II.

Mrs. Threadgill moved that:

THE SECRETARY'S MINUTES DATED MAY 5, 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.

In the absence of Ms. Worth and Ms. Montague, Mrs. Khipple presented a Friends' sponsored video starring District 15 students and produced by Mr. Dave Middleton, a District 15 teacher. "Get Creative at Your Library" promoted the Library's Summer Reading Program. The Friends' will also provide prizes for the reading program.

V.

Mr. Ruff reviewed topics included in this year's Per Capita Grant application.

VI.

President Wright reviewed the 2009 Board Calendar, announced that there will be no group educational trip this year, and distributed information regarding the ALA Summer Conference in Chicago.

VII.

Mr. Ruff, Executive Director, reported that Visits were up almost 16%, Circulation was up 4.1%, Questions Asked was up 13%, and Internet Sessions were up 12.1%. Mr. Ruff also praised the Readers' Services display, "Unusual Mothers". Mr. Graf reported that Maintenance and Information Technology have been preparing for the new phone system. Mr. Ruff and Friends' members will participate in the City's Fourth of July Parade.

VIII.

Mrs. Pauly, NSLS Representative, stated that the American Library Association is seeking nominations for the 2010 election and the Trustee Training series is on the NSLS website. Mr. Konn, a graduate of the program, endorsed the class offerings.

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 MAY 29, 2009 IN THE AMOUNT OF \$272,641.76 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 no meeting was held and none is scheduled.
- D. Mrs. Kremer, Bylaws Committee Chair, stated that a meeting was on May 20, 2009 to begin a Policy update which will continue at the June 10, 2009 meeting.
- E. Proposed updates to the Library Bylaws were distributed for review before possible approval at the July 2009 Board meeting.
- F. Mrs. Semple, Personnel Committee Chair, reported that a meeting was held on May 21, 2009 to complete the annual Salary Classification review.
- G. Mrs. Semple moved that:

THE BOARD APPROVE THE UPDATED SALARY RANGES AS PRESENTED IN ATTACHMENT D – 6/02/09.

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

- H. Mrs. Pauly, Development Committee Chair, stated that a meeting was held on May 12, 2009 to discuss Board Survey responses and the Auditor's suggestion to move Board meetings to the third Tuesday of the month.
- I. Board Survey responses were not included in the June Board Packets. Responses were distributed for review to prepare for discussion at the July Board meeting.
- J. Mrs. Semple, Nominating Subcommittee of the Development Committee, presented an overview of the Officer Nomination and Election Process. Nomination forms should be returned to Mrs. Semple by June 15, 2009.
- K. The Board discussed the possibility of moving future Board meetings to the third Tuesday of each month. The Board decided to take no action on the issue as there is no compelling operational reason to do so and such a move would cause scheduling conflicts for several members.
- 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 8:15 P.M.

Marsha Kremer _____
Secretary - Rolling Meadows Library Board

Date _____