

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
August 4, 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 Wright.

Also present were David Ruff, Executive Director; Lucia Khipple, Assistant Library Director and Youth Services Director; Mary Sebela, Circulation Services Director; Joyce Schweda, Technical Services Director; Mary Constance Back, Readers' Services Director; Patrick Graf, Information Technology Director; Jim Larsen, 7th Ward Alderman and City/Library Liaison; and Pat Konn.

Absent was Webb.

II.

Mrs. Threadgill moved that:

THE SECRETARY'S MINUTES DATED JULY 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.

In the absence of Ms. Worth and Mrs. Montague, Mr. Ruff reported on the very successful Friends' Summer Book Sale.

V.

In this month's Educational Presentation, Mr. Ruff reported that the Library was well represented by staff members at the American Library Association's Annual Conference in July. Mr. Ruff asked Mrs. Khipple to say a few words about the ALA committee invitation extended to Kathy Fredrickson, Assistant Director of Youth Services. Ms. Fredrickson, as a member of the Sibert Committee, will participate in choosing the Sibert Medal winner for the "Best Informational Book for Children".

VI.

President Wright reviewed the 2009 Board Calendar. President Wright thanked Committee Members listed in Attachment B, Board/Staff Committees for 2009/2010.

VII.

Mr. Ruff, Executive Director, reported on the continuing increased usage statistics in all areas, but especially in Circulation and Questions Asked. Mr. Ruff explained that staff has not increased since the 2003 7% reduction and stated that the library will meet the increased demand for services by focusing on our core business, offering basic classes and programs, and using internal movement of staff, such as the Roaming Customer Service Representative, rather than increased staff. Mr. Ruff noted that the newly available Ethernet has eased pressure on the walk-up computers and planned computer class scheduling in the Community Room will increase the availability of the Computer Lab.

VIII.

Mrs. Pauly, NSLS Representative, said year-end NSLS deliveries are expected to reach five million. Mrs. Pauly also reported some items posted on the NSLS website include a FY2009/2010 work plan, the need for 15 volunteers to form an NSLS “think tank”, and details about the new Library Assistant Certification class at Harper College.

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 JULY 31, 2009 IN THE AMOUNT OF \$339,428.25 BE APPROVED FOR PAYMENT.

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

Mrs. Hart thanked the Friends of the Library for their continuing support and for their recent donation to purchase DVD bins.

- C. As part of the annual budget preparation, Mr. Ruff presented Attachment D, Fiscal 2010 Budget Priorities, and discussed the impact of each point on budget planning.

- D. Mrs. Threadgill, Planning Committee Chair, reported that a meeting was held on July 21, 2009 to discuss the Youth Services renovation including new carpeting, waterproofing areas as needed, and making more efficient use of available space.
- E Mrs. Kremer, Bylaws Committee Chair, reported that a meeting was held on July 29, 2009 to continue work on the Library Policies update. The next meeting is not scheduled.
- F. Mrs. Semple, Personnel Committee Chair, stated that no meeting was held and none is scheduled.
- G. Mrs. Pauly, Development Committee Chair, reported that no meeting was held but one is scheduled on September 15, 2009.
- H. 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 8:24 P.M.

Marsha Kremer _____
Secretary - Rolling Meadows Library Board

Date _____