

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
JANUARY 8, 2019

I.

In President Wright's absence, Vice President Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:02 P.M.

Present: Arroyo, Erturk, Horn, Kremer, Semple, Threadgill, Vange, and Webb

Absent: Wright; Banger, City Council Liaison

Also present: Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Lucia Khipple, Assistant Director & Youth Services Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; Mary Sebel, Circulation Services Director; and David Ruff, Library Executive Director. Also present was the Library's architect, Shannon Baird from DLA Architects, Ltd. of Itasca, Illinois.

II.

Ms. Semple moved that:

THE SECRETARY'S OPEN MINUTES DATED DECEMBER 4, 2018 BE APPROVED.

Following the opportunity for discussion, the question was called. The motion was unanimously approved 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 were in attendance.

IV.

Ms. Montague announced that the Friends' Holiday Meeting was well-attended, and that the next booksale will be March 7-10.

V.

Assistant Library Director & Youth Services Director Lucia Khipple presented an overview of the very successful "1000 Books Before Kindergarten Program". The Board thanked Ms. Khipple for her thorough and very educational presentation.

VI.

Due to President Wright's absence, there was no President's Report.

VII.

Mr. Ruff discussed the increase in the Library's Wi-Fi user statistics; the favorable report from structural engineers regarding the inspection of all Library soffit overhangs (the written report was provided to each Board Member); and the completion of required filings for the Per Capita Grant and Cook County Tax Exempt Property Affidavit.

VIII.

Unfinished Business

There was no Unfinished Business.

IX.

New Business

- A. Ms. Webb, Finance Committee Chair, reported that the Committee met today to review this month's expenses as presented in Attachment B – 01/08/19.
- B. Ms. Webb moved that:

ACCOUNTS PAYABLE DATED DECEMBER 31, 2018 IN THE AMOUNT OF \$302,141.90 BE APPROVED FOR PAYMENT.

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

- C. Ms. Threadgill, Planning Committee Chair, reported that she and Mr. Ruff will consult the Committee to set up a 2019 meeting schedule.
- D. Ms. Threadgill moved that:

THE BOARD ACCEPT THE BASE BID PLUS ALLOWANCES OF L.J. MORSE CONSTRUCTION OF AURORA, ILLINOIS IN THE AMOUNT OF \$395,700 FOR THE CONSTRUCTION OF THE NORTH EXPANSION AND AUTHORIZE DIRECTOR RUFF TO SIGN THE FINAL CONTRACT AFTER WORKING WITH THE LIBRARY ATTORNEY TO REVIEW AND PREPARE FINAL CONTRACTS, AND IF A CONTRACT CANNOT BE SUCCESSFULLY CONCLUDED WITH L.J. MORSE, DIRECTOR RUFF SHALL ACCEPT THE BASE BID PLUS ALLOWANCES OF STUCKEY CONSTRUCTION OF

WAUKEGAN, ILLINOIS IN THE AMOUNT OF \$404,973 AND SO CONTRACT WITH THEM AS THE NEXT LOWEST RESPONSIBLE BIDDER.

Following the opportunity for discussion and a review of Attachment C – 01/08/19, the question was called. The motion carried unanimously on a roll call vote.

- E. Ms. Threadgill moved that:

THE BOARD ACCEPT THE BID FOR ALTERNATE 02 OF L.J. MORSE CONSTRUCTION OF AURORA, ILLINOIS IN THE AMOUNT OF \$10,380 FOR THE INSTALLATION OF ROOF DRAIN HEAT TRACES FOR THE NORTH EXPANSION, AND IF A CONTRACT CANNOT BE SUCCESSFULLY CONCLUDED WITH L.J. MORSE, DIRECTOR RUFF SHALL ACCEPT THE BID FOR ALTERNATE 02 OF STUCKEY CONSTRUCTION OF WAUKEGAN, ILLINOIS IN THE AMOUNT OF \$11,973 AND SO CONTRACT WITH THEM AS THE NEXT LOWEST RESPONSIBLE BIDDER.

Following the opportunity for discussion and a review of Attachment C – 01/08/19, the question was called. The motion carried unanimously on a roll call vote.

- F. Ms. Kremer, Bylaws Committee Chair, reported that she and Mr. Ruff will consult the Committee to set up a 2019 meeting schedule.

- G. Ms. Kremer moved that:

THE BOARD APPROVE THE ISSUANCE OF NON-RESIDENT LIBRARY CARDS FOR THE NEXT TWELVE MONTHS AS PER 75 ILCS 5/4-7- ATTACHMENT D- 01/08/19.

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

- H. Ms. Kremer moved that:

THE LIBRARY BOARD APPROVE PARTICIPATION IN RAILS LIBRARY SYSTEM'S RECIPROCAL BORROWING PROGRAM, AS PRESENTED IN ATTACHMENT E - 01/08/19.

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

- I. Ms. Semple, Personnel Committee Chair, reported that she and Mr. Ruff will consult the Committee to set up a 2019 meeting schedule.

- J. In Heritage Committee Chair Wright's absence, Ms. Montague reported that the Volunteer Luncheon is scheduled for Saturday, May 4. More details to be provided as we get closer to that date.
- K. Ms. Horn, Development Committee Chair, reported that she and Mr. Ruff will consult the Committee to set up a 2019 meeting schedule.
- L. Other New Business

Ms. Threadgill reported the excellent support Harris Bank is providing the Library in posting notices of our upcoming programs on their bulletin boards.

Mr. Arroyo commented favorably on the Library's presentation of TED Talks and the variety of Library programs provided in January.

There was no other new business.

X.

Ms. Vange moved that the meeting be adjourned. The motion was unanimously approved on a voice vote.

The meeting adjourned at 8:04 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____