

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
FEBRUARY 5, 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 7:03 P.M.

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

Absent: Arroyo, Horn, Wright

Also present: Mary Constance Back, Readers' Services Director; Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Steve Rossi, Technical Services Director; and David Ruff, Library Executive Director. Also present was Rob Banger, City Council Liaison.

II.

Ms. Vange moved that:

THE SECRETARY'S OPEN MINUTES DATED JANUARY 8, 2019 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.

In Ms. Montague's absence, Mr. Ruff reported that the next Friends' Booksale is scheduled for March 7 – 10 and that the Friends' updated their Bylaws and Book Shop Procedural Manual.

V.

This month's educational presentation "Library Computer Classes" was deferred to a future meeting.

VI.

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

VII.

Mr. Ruff noted that all the items in the Director's Report will be discussed under "New Business".

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 – 02/05/19.
- B. Ms. Webb moved that:

ACCOUNTS PAYABLE FOR 2018 DATED DECEMBER 31, 2018 IN THE AMOUNT OF \$157,966.43 BE APPROVED FOR PAYMENT.

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

Ms. Webb moved that:

ACCOUNTS PAYABLE FOR 2019 DATED JANUARY 31, 2019 IN THE AMOUNT OF \$192,608.45 BE APPROVED FOR PAYMENT.

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

Total Accounts payable for this meeting equal \$350,574.88.

- 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 BID OF CPSI FIRE & SECURITY IN THE AMOUNT OF \$15,445 TO REPLACE AND UPGRADE THE LIBRARY'S FIRE ALARM SYSTEM 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 CPSI FIRE & SECURITY, DIRECTOR RUFF SHALL ACCEPT THE BID OF ESSCOE IN THE AMOUNT OF \$19,565 AND SO CONTRACT WITH THEM AS THE NEXT LOWEST RESPONSIBLE BIDDER.

Following the opportunity for discussion and a review of Attachment C – 02/05/19, the question was called. The motion carried unanimously on a roll call vote.

E. Ms. Threadgill moved that:

THE BOARD ACCEPT THE BID OF ECS IN THE AMOUNT OF \$94 PER HOUR FOR AN ENGINEERING TECHNICIAN AND A STRUCTURAL STEEL TECHNICIAN TO PROVIDE MATERIALS TESTING AND INSPECTION SERVICES FOR THE NORTH EXPANSION PROJECT, AND IF A CONTRACT CANNOT BE SUCCESSFULLY CONCLUDED WITH ECS, DIRECTOR RUFF SHALL ACCEPT THE BID OF TSC IN THE AMOUNT OF \$117 PER HOUR FOR AN ENGINEERING TECHNICIAN AND A STRUCTURAL STEEL TECHNICIAN AND SO CONTRACT WITH THEM AS THE NEXT LOWEST RESPONSIBLE BIDDER.

Following the opportunity for discussion and a review of Attachment C – 02/05/19, 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 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT FY2018-2019 FOR SUBMISSION TO THE ILLINOIS STATE LIBRARY.

Following the opportunity for discussion, the motion was unanimously approved on a roll call vote.

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

I. In Heritage Committee Chair Wright's absence, Mr. Ruff reported that the Volunteer Luncheon is scheduled for Saturday, May 4, but may have to be rescheduled if the Community Room is needed for storage during the North Expansion construction project. More details to be provided as we get closer to that date.

J. Ms. Horn, Development Committee Chair, reported that she and Mr. Ruff will consult the Committee to set up a 2019 meeting schedule.

K. Ms. Semple moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR'S COMPENSATION.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered Closed Session at 7:35 P.M.

The Board returned to open session at 7:40 P.M.

L. Ms. Webb moved that:

THE EXECUTIVE DIRECTOR'S SALARY BE INCREASED BY 2.4% RETROACTIVE TO JANUARY 1, 2019 AND THAT HE RECEIVE AN ADDITIONAL FIVE VACATION DAYS.

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

M. Other New Business

Ms. Vange discussed the letter Board Members recently received from State Senator Tom Rooney encouraging the Board to stay vigilant in addressing state lawmakers individually and via the RAILS Library System concerning library issues.

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 7:43 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____