

**ROLLING MEADOWS LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
7:00 P.M. - TUESDAY – MARCH 7, 2023  
BOARD ROOM**

**I. Call To Order & Introductions**

Library Board President Ms. Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:04 P.M. in the Library Board Room.

Present Board Members: Arroyo, Priest, Kremer, Rubinkowski, Threadgill, Vange and Webb.

Absent: Erturk, Board Trustee

Also present: Kevin Medows, Executive Director; Jennifer Collette, Reference Services Director; Lucia Khipple, Youth Services Director; Sharon Montague, Special Services Director; Kristin Troy, Administrative Services Coordinator and Jon Bisesi, Library/City Council Liaison

**II. Approval of Minutes**

A. Ms. Vange moved and Mr. Priest seconded that:

**THE SECRETARY’S OPEN MINUTES DATED 02/07/23 LIBRARY  
BOARD MEETING BE APPROVED.**

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

**III. Meeting Open To The Public For Twenty Minutes**

The meeting was open to the public for a period not to exceed twenty minutes. No one from the public addressed the Board.

**IV. Educational Report**

Roku Demonstration – Jennifer Collette, Reference

**V. Board President Report – Jean Threadgill,** reported there was no news on a new board member appointment. Eunice Semple’s send off at the City Hall was well attended, the City proclaimed April 27, 2023 as Eunice Semple Day.

**VI. Executive Director’s Report – Kevin Medows** discussed the Fund Balance chart and Circulation report. The “Let’s Talk Oscars” program held on Feb. 25 was a success and highlights were shared.

**VII. Friends Report – Sharon Montague, Special Services Director**

Ms. Montague reported that the next book sale will be held March 10-12, 2023, with the preview Friday morning. The next Friends meeting will be March 14. Longtime Friend Selma Ellis passed away.

**VIII. New Business:**

A. Peg Webb reported that the Finance Committee met at 6:30 P.M. and reviewed financial documents.

B. Ms. Webb moved and Ms. Rubinkowski seconded that:

**ACCOUNTS PAYABLE DATED FEBRUARY 2023 IN THE AMOUNT OF \$292,096.88 AS PRESENTED IN ATTACHMENT A – 03/07/2023 BE APPROVED FOR PAYMENT.**

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

C. Ms. Webb moved and Ms. Vange seconded that:

**THE BOARD APPROVE THE ILLINOIS PUBLIC LIBRARY ANNUAL REPORT FY2022-2023 FOR SUBMISSION TO THE ILLINOIS STATE LIBRARY AS PRESENTED IN ATTACHMENT B – 03/07/2023**

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

D. Planning Committee – Chair Jean Threadgill reported that no meeting is scheduled at this time.

E. Personnel Committee Report –Chair vacant  
Updated Employee Manuel was included in the Trustees blue folders.

F. Bylaws Committee Report – Marsha Kremer, Chair stated she will be meeting with Kevin in March.

G. Heritage Committee Report – Adrienne Rubinkowski, Chair distributed nomination forms for Volunteer Recognition and reported looking towards 2024.

H. Development Committee Report – Marsha Kremer, Chair reported that the Committee met on Feb. 15, the next meeting is scheduled for March 15.

**IX. CLOSED SESSION**

Peg Webb moved and Adrienne Rubinkowski seconded that:

**THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(21) TO DISCUSS MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT, AND 5 ILCS 120/2(C)(8) TO DISCUSS SECURITY PROCEDURES, ... BUILDING SAFETY AND SECURITY, ETC.**

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered into Closed Session at 7:57 P.M.

The board returned to open session at 8:05 P.M.

Ms. Rubinkowski moved and Mr. Priest seconded that:

**THE BOARD APPROVE THE MINUTES OF CLOSED SESSION MEETINGS HELD ON DECEMBER 6, 2022 AND JANUARY 10, 2023.**

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

- X. Any and all other business the Library Board may wish to discuss**  
No additional business.

**XI. Adjournment**

Ms. Vange made a motion to adjourn the meeting and Mr. Priest seconded. Following the opportunity for discussion, the question was called. The motion was unanimously approved on a voice vote.

The meeting was adjourned at 8:10 P.M.

Approved \_\_\_\_\_ Date \_\_\_\_\_

Marsha Kremer, Secretary  
Rolling Meadows Library Board