

**ROLLING MEADOWS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
7:00 P.M. – TUESDAY, OCTOBER 3, 2023
COMMUNITY 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 7:02 P.M. in the Library Community Room.

Board Members Present: Erturk, Gawlik, Kremer, Priest, Rossi, Rubinkowski, Threadgill, Vange and Webb.

Board Members Absent: none

Also present: Lara Sanoica, Mayor, City of Rolling Meadows; Kevin Medows, Executive Director; Lucia Khipple, Youth Services Director; Sharon Montague, Special Services Director; Karen Levenson, Administrative Associate; Kristin Troy, Administrative Services Coordinator; and Stefanie Boucher, Alderperson/Council Liaison.

Welcome, Mayor Lara Sanoica, and welcome to our new trustee Steve Rossi.

II. Approval of Minutes

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

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES
DATED 09/05/23 BE APPROVED.**

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

B. Ms. Erturk moved and Ms. Gawlik seconded that:

**THE SECRETARY’S LIBRARY BOARD SPECIAL MEETING OPEN
MINUTES DATED 09/26/23 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 Reports - Executive Director Medows presented the Salary Benchmarking Project.

- V. **Board President Report** – Ms. Threadgill presented the Committee Assignments. She presented a list of possible firms to engage in the hiring of a new Library Director. She asked for volunteers from the Board to serve on the Selection Committee.
- VI. **Executive Director’s Report** – Mr. Medows thanked the Board for the opportunity to contribute to his professional growth.
- VII. **Friends Report** – Ms. Montague reported that the Friends had installed a memorial Tree of Life in the Friends Book Shop. The next book sale will be Nov. 10, 11 & 12, 2023

VIII. New Business:

A. Ms. Webb reported that the Finance Committee met September 18 to review the FY2024 Budget and Levy.

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

ACCOUNTS PAYABLE DATED SEPTEMBER 2023 IN THE AMOUNT OF \$413,365.02 AS PRESENTED IN ATTACHMENT A – 10/03/2023 BE APPROVED FOR PAYMENT.

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

C. Ms. Webb moved and Mr. Priest seconded that:

THE BOARD APPROVE THE FY2023 REVISED BUDGET, FY2024 PROPOSED BUDGET AND FY2024 LEVY AS PRESENTED IN ATTACHMENT B – 10/3/2023.

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

D. Planning Committee – Ms. Threadgill will send out dates to schedule the next Planning Committee meeting for the library walk-through.

E. Personnel Committee Report – no report.

F. Bylaws Committee Report – Marsha Kremer, Chair, no report.

G. Heritage Committee Report – Adrienne Rubinkowski, Chair, no report.

H. Development Committee Report – Ms. Kremer presented the dates for the 2024 Board Meetings. At the November meeting, the Board will vote to approve the calendar.

IX. CLOSED SESSION

Ms. Webb moved and Ms. Vange seconded that:

THE BOARD ENTERED CLOSED SESSION UNDER 5 ILCS 120/2(C)(21) TO DISCUSS MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered into Closed Session at 7:52 P.M.

The Board returned to open session at 8:03 P.M.

A. Ms. Erturk moved and Ms. Rubinkowski seconded that:

THE BOARD APPROVE THE MINUTES OF CLOSED SESSION MEETINGS HELD ON MARCH 7, 2023; APRIL 4, 2023; MAY 2, 2023; JUNE 6, 2023; AUGUST 8, 2023 AND SEPTEMBER 26, 2023.

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

B. Mr. Priest moved and Ms. Erturk seconded that:

THE LIBRARY CONTINUE TO KEEP CLOSED AND CONFIDENTIAL ALL CURRENT CLOSED MINUTES ON FILE IN ACCORDANCE WITH THE PROCEDURES DESCRIBED IN 5 ILCS 120/2(C)(21).

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

X. Old Business

None

XI. Any and all other business the Library Board may wish to discuss

None

XII. Adjournment

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

The meeting adjourned at 8:06 P.M.

Approved _____ Date _____
Marsha Kremer, Secretary November 7, 2023
Rolling Meadows Library Board