

**ROLLING MEADOWS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
7:00 P.M. – WEDNESDAY, NOVEMBER 13, 2024
LIBRARY BOARD ROOM**

I. Call To Order

Library Board President Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:01 P.M. in the Library Board Room.

Board Members Present: President Jean Threadgill, Vice President Phil Priest, Treasurer Steve Rossi, Secretary Marsha Kremer, Trustee Melanie Elfers, Trustee Mary Erturk, Trustee Megan Gawlik, Trustee Liesel Hughes, Trustee Sylvia Vange and Alderperson Stefanie Boucher, City of Rolling Meadows

Also present: Executive Director Jack Bower, Technical Services Director Wendy Freeman, Information Technology Director Mike Mraz, Circulation Services Director Mary Sebel, Special Services Director Jessica Van Swol, and Administrative Associate Karen Levenson

II. Approval of Minutes

A. Trustee Erturk moved and Trustee Vange seconded that:

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES DATED
10/09/2024 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 Presentation: Reaching Across Illinois Library System Overview

Executive Director Bower gave an overview of RAILS, and distributed RAILS information.

V. Board President Report – President Threadgill displayed the portrait of Joyce Mackert, and discussed her generous donation. After the Strategic Plan results are received, we will decide how to utilize her gift. December 2 is the Grand Re-Opening of Youth Services.

VI. Executive Director Report - Executive Director Bower, summarized the progress of the Youth Services renovations and the lower level will be re-opening on November 14, with a Grand Re-Opening celebration planned for December 2. Jack thanked everyone involved in this project.

VII. Friends Report –Special Services Director Van Swol reported the Book Shop is doing well, and the Nov 15-17 book sale setup is complete. The Friends will sponsor prizes for the Grand Re-opening of Youth Services.

VIII. New Business

A. Finance Committee Report – Treasurer Rossi reported that the Finance Committee met at 6:30 P.M. and reviewed the financial documents.

B. Treasurer Rossi moved and Trustee Erturk seconded that:

ACCOUNTS PAYABLE DATED OCTOBER 2024 IN THE AMOUNT OF \$ 396,311.60 AS PRESENTED IN ATTACHMENT A – 11/13/2024 BE APPROVED FOR PAYMENT.

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

C. Planning Committee Report – President Threadgill reported a meeting will be scheduled in early December; this meeting will include the Strategic Planning Steering Committee.

D. Personnel Committee Report – Vice President Priest, reported no meeting

E. Bylaws Committee Report – Treasurer Rossi, reported no meeting until next year.

F. Development Committee Report – Secretary Kremer reported no meeting, but decisions to make tonight.

G. Secretary Kremer moved and Treasurer Rossi seconded that:

THE BOARD APPROVE THE CLOSURE OF THE LIBRARY TO THE PUBLIC ON SEPTEMBER 19, 2025, FOR AN EMPLOYEE TRAINING DAY.

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

H. Secretary Kremer moved and Trustee Erturk seconded that:

THE BOARD APPROVE THE RESOLUTION ESTABLISHING THE REGULAR MEETING DATES OF THE LIBRARY BOARD OF TRUSTEES OF THE CITY OF ROLLING MEADOWS, COOK COUNTY, ILLINOIS FOR 2025 AS PRESENTED IN ATTACHMENT B – 11/13/2024.

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

I. Heritage Committee Report –Trustee Gawlik will schedule a meeting in December.

J. City of Rolling Meadows Ex-Officio Director Report - Stefanie Boucher reported the City is collecting for the Care Closet for District 214 and 211 students. Human Services has a giving tree, toys are due by Dec 20. City Council to review the Kirchoff Rd project next week. The Library budget looks good and it was nice to see the Library Executive Director at the last few meetings. The Tree lighting at the City is scheduled for Dec 5 at the museum on Central Rd.

K. Treasurer Rossi moved and Trustee Vange seconded that:

THE BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO ENGAGE IN A CONTRACT WITH THE ACCOUNTING FIRM ATA GROUP FOR THE AMOUNT OF \$16,300 TO CONDUCT THE LIBRARY’S ANNUAL AUDIT.

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

L. Trustee Erturk moved and Trustee Elfers seconded that:

THE BOARD APPROVE THE ISSUANCE OF NON-RESIDENT LIBRARY CARDS FOR THE NEXT TWELVE MONTHS AS PER 75 ILCS 5/4-7, ATTACHMENT C –11/13/2024.

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

M. Treasurer Rossi moved and Trustee Vange seconded that:

THE LIBRARY BOARD APPROVE PARTICIPATION IN RAILS LIBRARY SYSTEM’S RESOURCE SHARING PROGRAM, AS PRESENTED IN ATTACHMENT D – 11/13/2024.

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

N. Other New Business – none

IX. Adjournment

Treasurer Rossi moved to adjourn the meeting and Trustee Erturk seconded. Following the opportunity for discussion, the motion was called. The motion was unanimously approved on a voice vote.

The meeting was adjourned at 7:55 P.M.

Approved _____ Date _____
Marsha Kremer, Secretary December 11, 2024
Rolling Meadows Library Board