

**ROLLING MEADOWS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
7:00 P.M. – WEDNESDAY, DECEMBER 11, 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 City of Rolling Meadows Alderperson Mike Koehler

Absent: City of Rolling Meadows Alderperson Stefanie Boucher

Also present: Executive Director Jack Bower, Assistant Director Lucia Khipple, Reference Services Director Jennifer Collette, Information Technology Director Mike Mraz, Special Services Director Jessica Van Swol, and Administrative Services Coordinator Kristin Troy

II. Approval of Minutes

A. Trustee Erturk moved and Trustee Vange seconded that:

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES DATED
DATE 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:

The Per Capital Grant of about \$36,000 was discussed, and the requirement standards for Illinois Public Libraries.

V. Board President Report – President Threadgill discussed the re-opening ceremony and how nice the holiday lights in the front of the library look.

VI. Executive Director Report Executive Director Bower introduced the new notary service and scanning station in Reference, the new library card with key chain card and the parking spaces for persons with limited mobility. An update on the new payroll system and other items from his written report were discussed. Steve congratulated the Library on over 200,000 circulations.

VII. Friends Report –Special Services Director Van Swol reported the Friends made over \$3,020.00 at the book sale. Thanks to the Friends for their sponsorship of the grand re-opening.

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. Trustee Rossi moved and Trustee Erturk seconded that:

ACCOUNTS PAYABLE DATED NOVEMBER 2024 IN THE AMOUNT OF \$486,956.24 AS PRESENTED IN ATTACHMENT A – 12/11/2024 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 the next meeting is scheduled for 12/16/24 at 9:00 A.M., the strategic plan will be discussed.

D. Personnel Committee Report – Vice-President Priest – did not meet, no report.

E. Bylaws Committee Report – Treasurer Rossi – did not meet, no report.

F. Development Committee Report – Secretary Kremer– did not meet, no report.

G. Heritage Committee Report –Trustee Gawlik reported the Committee met on 12/9/24, discussed the Legacy Award Project, planning the spring luncheon on 4/26/25 at 1-3 P.M., and created a new Volunteer of the Year Award. The next meeting is scheduled for 1/13/25.

H. City of Rolling Meadows Ex-Officio Director Report – Alderman Mike Koehler from Ward 7 introduced himself, and discussed the City’s Rebranding Project.

I. Other New Business – none

IX. Adjournment

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

The meeting was adjourned at 7:30 P.M.

Approved _____ Date _____
Marsha Kremer, Secretary January 8, 2025
Rolling Meadows Library Board