

**ROLLING MEADOWS LIBRARY BOARD
DEVELOPMENT COMMITTEE MINUTES
11:00 A.M. – WEDNESDAY, FEBRUARY 5, 2025
LIBRARY BOARD ROOM**

I. Call to Order

Chairperson Marsha Kremer called to order the Development Committee Meeting at 11:00 A.M. in the Library Board Room.

Board Members Present: Trustee Marsha Kremer, Trustee Steve Rossi, and Trustee Liesel Hughes

Also present: Executive Director Jack Bower, Assistant Director Lucia Khipple, and Circulation Services Director Mary Sebela

II. Approval of Minutes

Trustee Rossi moved and Trustee Hughes seconded that the minutes from the 6/27/2024 meeting be approved. The motion was unanimously approved on 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 was in attendance.

IV. Unfinished Business - none

V. New Business

A. Director Review Format and Timeline Discussion

Jack will prepare a document describing his accomplishments and draft goals for next year with emphasis on the strategic plan. These will be discussed at the next Committee meeting and then discussed at the March 2025 Board meeting.

B. 2025-2027 Strategic Plan Strategy 5.1 "Engage in regular Library Board training to ensure all members fully understand the library's vision and feel confident in championing its mission." Discussion.

Possible educational opportunities were discussed including the May LACONI meeting for Trustees and ILA in October in Rosemont.

C. 2025 Board Meeting Educational Presentations Discussion

Jack will research possible presenters. A tentative schedule was drafted. All subject to change:

- February – Website Update
- March – Room Booking
- April – TBD
- May – Library Tours
- June – Longer Board training
- July – Audit
- August – Consortium Report
- September – Department Highlights
- October – Budget
- November – Maker Spaces and other library trends
- December – TBD

D. Other New Business - none

E. Set Next Meeting

The next meeting will be held Friday, February, 28 at 11:00A.M

VI. Adjournment

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

The meeting was adjourned at 11:51 A.M.

Approved _____ Date _____