

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
FEBRUARY 4, 2020

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:03 P.M.

Present: Horn, Kremer, Semple, Threadgill, Vange, Webb, and Wright.

Absent: Arroyo, Erturk

Also present: Library/City Council Liaison, Jon Bisesi; Mary Constance Back, Readers' Services Director; Jennifer Collette, Reference Services Director; Sabri Kecici, Building Services Director; Lucia Khipple, Assistant Director & Youth Services Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; Mary Sebela, Circulation Services Director; and David Ruff, Library Executive Director.

II.

Ms. Webb moved that:

THE SECRETARY'S OPEN MINUTES DATED JANUARY 7, 2020 BE APPROVED.

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

III.

The meeting was open to the public for a period not to exceed twenty minutes. No members of the public were in attendance.

IV.

Ms. Montague announced that the Friends annual election of officers will be held on February 11, and that the next Friends' Booksale will be March 12-15.

V.

Reference Services Director Jennifer Collette gave a thorough overview of the different types of reference programming available to patrons at the Library. The Board thanked her and her staff for their service to the community.

VI.

President Wright directed the Board's attention to the upcoming educational presentations listed in Attachment A.

VII.

Mr. Ruff & Mr. Rossi discussed the Library's timetable for implementation of the upgrade to the Library's Integrated Library System (ILS); announced that Michael Ikonnikov has been hired as a Reference Librarian; and noted that the Library received a donation from the Morton Arboretum Gatehouse Attendants in memory of Russel Francis Williams.

VIII.

Unfinished Business

There was no Unfinished Business.

IX.

New Business

- A. Ms. Webb, Finance Committee Chair, reported that the Committee met today to review this month's expenses as presented in Attachment B – 02/04/20.
- B. Ms. Webb moved that:

ACCOUNTS PAYABLE FOR 2019 DATED DECEMBER 31, 2019 IN THE AMOUNT OF \$178,182.90 BE APPROVED FOR PAYMENT.

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

Ms. Webb moved that:

ACCOUNTS PAYABLE FOR 2020 DATED JANUARY 31, 2020 IN THE AMOUNT OF \$272,038.71 BE APPROVED FOR PAYMENT.

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

Total Accounts Payable for this meeting equal \$450,221.61.

- C. Ms. Threadgill, Planning Committee Chair, reported that she and Mr. Ruff will consult the Committee to set up a 2020 meeting schedule.

D. Ms. Threadgill moved that:

THE BOARD ACCEPT THE BID FROM KI OF GREEN BAY, WISCONSIN TO REPLACE 80 STACKABLE CHAIRS FOR THE COMMUNITY ROOM AT A PRICE NOT TO EXCEED \$6,480 AS PER THE STAFF RECOMMENDATION SUMMARIZED IN ATTACHMENT C – 02/04/20.

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

E. Ms. Kremer, Bylaws Committee Chair, reported that she and Mr. Ruff will consult the Committee to set up a 2020 meeting schedule.

F. Ms. Kremer moved that:

THE BOARD APPROVE THE ILLINOIS PUBLIC LIBRARY ANNUAL REPORT FY2019-2020 FOR SUBMISSION TO THE ILLINOIS STATE LIBRARY.

Following the opportunity for discussion, the motion was unanimously approved on a roll call vote.

G. Ms. Semple, Personnel Committee Chair, reported that she and Mr. Ruff will consult the Committee to set up a 2020 meeting schedule.

H. Mr. Wright announced that the next Heritage Committee meeting is scheduled for 10:00 A.M., Wednesday, February 5, 2020.

I. Ms. Horn, Development Committee Chair, reported that she and Mr. Ruff will consult the Committee to set up a 2020 meeting schedule.

J. Ms. Horn moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(8)&(9) TO DISCUSS SECURITY PROCEDURES AND A PATRON DISCIPLINARY INCIDENT THAT MAY REQUIRE THE BOARD TO BAN THE PATRON FROM THE LIBRARY. CLOSED ATTACHMENT D - 02/04/20

The motion to enter closed session carried unanimously on a roll call vote. The Board entered Closed Session at 7:38 P.M. Director Ruff, Assistant Director Khipple, and Reference Services Director Collette remained with the Board for the Closed Session. All others left the meeting.

K. The Board Returned to Open Session at 7:45 P.M.

L. Ms. Horn moved that:

THE BOARD PERMANENTLY BAN THE PATRON DISCUSSED IN CLOSED SESSION AND AS DESCRIBED IN CLOSED ATTACHMENT D – 02/04/20 FROM ALL LIBRARY PROPERTY EFFECTIVE IMMEDIATELY.

The motion carried unanimously on a roll call vote.

M. Ms. Webb moved that:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR’S COMPENSATION.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered Closed Session at 7:46 P.M.

The Board returned to open session at 7:56 P.M.

N. Ms. Webb moved that:

THE EXECUTIVE DIRECTOR’S SALARY BE INCREASED BY 2.3% RETROACTIVE TO JANUARY 1, 2020 AND THAT HE RECEIVE AN ADDITIONAL FIVE VACATION DAYS TO BE USED IN THIS CALENDAR YEAR.

Following the opportunity for discussion and a review of Closed Attachment E – 02/04/20, the question was called. The motion carried unanimously on a roll call vote.

O. Other New Business

There was no other new business.

X.

Ms. Vange moved that the meeting be adjourned. The motion was unanimously approved on a voice vote.

The meeting adjourned at 8:05 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date _____