

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
MARCH 02, 2021

**I.**

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:02 P.M.

Due to the Governor's Corona Virus shelter-in-place proclamation, the meeting was conducted via a Zoom tele/videoconference.

Present: Arroyo, Erturk, Horn, Kremer, Semple, Threadgill, Vange, Webb, and Wright

Absent: None

Also present: Mary Constance Back, Readers' Services Director; Jennifer Collette, Reference Services Director; Lucia Khipple, Assistant Director & Youth Services Director; Sharon Montague, Special Services Director; Steve Rossi, Technical Services Director; Julie Tang, Financial Services Coordinator; David Ruff, Library Executive Director.

**II.**

Ms. Vange moved that:

**THE SECRETARY'S OPEN MINUTES DATED FEBRUARY 2, 2021 BE APPROVED.**

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

Ms. Semple moved that:

**THE SECRETARY'S CLOSED MINUTES DATED FEBRUARY 2, 2021 REGARDING THE ANNUAL REVIEW OF THE EXECUTIVE DIRECTOR'S 2020 PERFORMANCE AND GOALS FOR 2021 AS PRESENTED IN CLOSED ATTACHMENT C – 02/02/21 BE APPROVED.**

During discussion, Ms. Semple noted that since the Board cannot take final action in closed session; therefore, paragraph four should be changed to indicate the Board "discussed the Director's goals", rather than "discussed and endorsed the Director's Goals". Ms. Semple offered this as an amendment to the Closed Minutes.

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 submitted questions to the Board via e-mail as requested for the Zoom Meeting format.

**IV.**

President Wright had no preliminary comments.

**V.**

Mr. Ruff reported that he and the staff are working on a logistical summary of possible expansion of library services; began working on the 2022 Budget; held preliminary meetings with the library auditor in preparation for the annual audit; and drafted and posted the bid documents for the library's phone system replacement.

**VI.**

Unfinished Business

There was no Unfinished Business.

**VII.**

New Business

A. Ms. Webb, Finance Committee Chair, reported that the Committee met today to review this month's expenses as presented in Attachment A – 03/02/21.

B. Ms. Webb moved that:

**ACCOUNTS PAYABLE DATED FEBRUARY 28, 2021 IN THE AMOUNT OF \$251,886.23 BE APPROVED FOR FOR PAYMENT.**

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

C. Ms. Webb moved that:

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

**AS PART OF THE SEMI-ANNUAL REVIEW MANDATED BY SECTION 2.06 -  
CLOSED ATTACHMENT C – 03/02/21**

After discussing the motion, Ms. Webb recommended there was no need at this time to go into Closed Session to release the items recommended. Following the opportunity for discussion, the question was called. The motion unanimously failed to carry on a voice vote. The Board remained in Open Session.

D. Ms. Semple moved that:

**THE CLOSED MINUTES RECOMMENDED FOR RELEASE IN CLOSED ATTACHMENT B – 03/02/21 AND REVIEWED UNDER 5 ILCS 120/2(C)(21) NO LONGER NEED CONFIDENTIAL TREATMENT AND MAY BE MADE AVAILABLE FOR PUBLIC INSPECTION.**

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

E. Ms. Vange moved that:

**THE LIBRARY DESTROY ALL VERBATIM RECORDS AND TAPES OF CLOSED SESSION MEETINGS MORE THAN 18 MONTHS OLD AS ALLOWED IN AND IN ACCORDANCE WITH THE PROCEDURES DESCRIBED IN 5 ILCS 120/2.06 (C) AND CONSISTENT WITH THE LIBRARY’S BYLAWS.**

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

F. Other New Business

There was no other new business.

**VIII.**

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

The meeting adjourned at 7:15 P.M.

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Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date