

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING  
SEPTEMBER 7, 2021

**I.**

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

Present: Arroyo, Kremer, Semple, Threadgill, Vange, and Wright

Absent: Erturk, Horn, and Webb

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

**II.**

Ms. Semple moved that:

**THE SECRETARY'S MINUTES DATED AUGUST 3, 2021 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 one from the public addressed the Board.

**IV.**

New Business:

A. Mr. Arroyo moved that:

**ACCOUNTS PAYABLE DATED AUGUST 31, 2021 IN THE AMOUNT OF \$296,725.93 AS PRESENTED IN ATTACHMENT A – 09/07/21 BE APPROVED FOR PAYMENT.**

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

B. Ms. Kremer moved that:

**THE BOARD APPROVE THE FY2021 LIBRARY BUDGET AS PRESENTED IN ATTACHMENT B – 09/07/21.**

Mr. Ruff gave an overview of the Fiscal 2022 Budget as presented in Attachment B – 09/07/21. Following the opportunity for discussion, the question was called. The motion carried unanimously on a roll call vote.

C. Ms. Kremer 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 – 09/07/21**

After discussing the motion, Ms. Kremer 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.

Ms. Kremer moved that:

**THE CLOSED MINUTES RECOMMENDED FOR RELEASE IN CLOSED ATTACHMENT B – 09/07/21 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. There were no Closed Minutes recommended for release.

D. Ms. Threadgill 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.

E. Other Business:

There was no Other Business.

V.

Reports:

- A. Board President Dick Wright reported that he will create an Executive Director Search Committee in preparation for Mr. Ruff's retirement in the first half of 2022. The Search Committee will be composed of Board Members (voting) and staff (non-voting). Mr. Wright will provide more details in next month's President's report.
- B. Finance Committee member Jess Arroyo reported in Chairperson Peg Webb's absence. He noted that the year-to-date expenditure percentages from the Budget vs. Actual Report are appropriate for this time of year, and our cash position is good.
- C. Planning Committee Chair Jean Threadgill reported that while there are no Planning Committee meetings scheduled, she hopes to bring the L.E.D. Light Conversion Project, Phase II bids to the Board at the October Board Meeting.
- D. Personnel Committee Chair Eunice Semple reported that the Personnel Committee has completed its regularly scheduled work for this year and does not anticipate the need for another meeting.
- E. Bylaws Committee Chair Marsha Kremer noted that the committee will meet on September 16 at 9:15am to complete the annual review of the Library's Bylaws.
- F. Heritage Committee Chair Dick Wright reported that no Heritage Committee meeting is scheduled at this time.
- G. Development Committee member David Ruff reported in Chairperson Suzanne Horn's absence. Mr. Ruff reported that Ms. Horn anticipates a meeting in November and will work with the committee and Mr. Ruff to set a date.
- H. Friends' Liaison Sharon Montague reported that the Friends are planning to have a booksale in November.
- I. Library Director David Ruff noted that there will be two especially significant staff anniversaries in September: Circulation Director, Mary Sebelo – 38 years; and Readers' Service staff member, Robbie Kobiella – 40 years. He reported that the seal coating, crack-filling, curb repair, and striping of the parking lots are complete and the Library is ready for the winter. Also, the L.E.D. Light conversion project bids will be due

September 23 and the contract awarded by the Board at the October 5 Board Meeting. He noted that the Library gratefully received a donation from Marguerite Tully in honor of Sally Pedersen's 95<sup>th</sup> birthday. Ms. Pedersen is especially grateful for the Library's Home Delivery Service.

**VI.**

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

The meeting adjourned at 7:45 P.M.

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Marsha Kremer, Secretary  
Rolling Meadows Library Board

Date