

**ROLLING MEADOWS LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
7:00 P.M. – WEDNESDAY, AUGUST 14, 2024  
LIBRARY BOARD ROOM**

**I. Call To Order & Introductions**

Library Board President Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:00 P.M. in the Library Board Room.

Board Members Present: Trustees Jean Threadgill, Phil Priest, Marsha Kremer, Steve Rossi, Melanie Elfers, Mary Erturk, Megan Gawlik, Liesel Hughes and Sylvia Vange

Also present: Lucia Khipple, Assistant Director/Youth Services Director; Jennifer Collette, Reference Services Director, Wendy Freeman, Technical Services Director; Mary Sebela, Circulation Services Director; Jessica Van Swol, Special Services Director; Kristin Troy, Administrative Services Coordinator; and Stefanie Boucher, City of Rolling Meadows Alderperson

Absent: Jack Bower, Executive Director

**II. Approval of Minutes**

A. Trustee Erturk moved and Trustee Rossi seconded that:

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES DATED  
07/10/2024 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. Board President Report** President Threadgill announced congratulations to Jack on the birth of his daughter.

**V. Executive Director Report** In the absence of Jack Bower, Executive Director, Lucia Khipple Assistant Director answered question regarding the monthly report.

**VI. Friends Report** –Special Services Director Van Swol reported the success of the July book sale with an increase in sales, all artwork sold with a total receipt of \$4,012.65.

**VII. New Business**

A. Finance Committee Report – Trustee Rossi reported that the Finance Committee met at 6:30 P.M. and reviewed the financial documents.

B. Trustee Rossi moved and Trustee Priest seconded that:

**ACCOUNTS PAYABLE DATED JULY 2024 IN THE AMOUNT OF \$363,278.38 AS  
PRESENTED IN ATTACHMENT A - 08/14/2024 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 – Jean Threadgill, Chair reported the committee is scheduled to meet Tuesday, Sept 20. The roof replacement will take place in the spring of 2025.
- D. Trustee Priest moved and Trustee Vange seconded that

**THE BOARD AWARD THE LOWER LEVEL FLOORING REPLACEMENT PROJECT TO JOHNSON FLOORING, INCLUDING THE STAFF STAIRS ALTERNATE, FOR A TOTAL AMOUNT OF \$147,461 AS PRESENTED IN ATTACHMENT B - 08/14/2024**

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

- E. Trustee Erturk moved and Trustee Gawlik seconded that

**THE BOARD APPROVE HALLETT MOVERS FOR MOVING SERVICES RELATED TO THE LOWER LEVEL FLOORING REPLACEMENT PROJECT FOR A TOTAL AMOUNT OF \$24,500 AS PRESENTED IN ATTACHMENT C - 08/14/2024.**

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

- F. Personnel Committee Report - Phil Priest, Chair reported the committee did not meet.
- G. Bylaws Committee Report – Steve Rossi, Chair reported the committee did not meet.
- H. Development Committee Report – Marsha Kremer, Chair reported the committee did not meet.
- I. Heritage Committee Report – Trustee Gawlik reported the committee did not meet.
- J. City of Rolling Meadows Ex-Officio Director Report - Stefanie Boucher reported about the upcoming programs, and the distribution of school supplies. The question was asked if the library could collaborate next year with the next school supply collection.
- K. Other New Business – The Special Board Meeting for Library Strategies’ SOAR (Strengths, Opportunities, Aspirations, Results) session is scheduled for September 20.

**VIII. Adjournment**

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

The meeting was adjourned at 7:22 P.M.

Approved \_\_\_\_\_ Date \_\_\_\_\_  
 Marsha Kremer, Secretary September 11, 2024  
 Rolling Meadows Library Board