

ROLLING MEADOWS LIBRARY BOARD OF TRUSTEES MEETING
APRIL 6, 2021

I.

President Wright called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:04 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 (arrived 7:18 P.M.), 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; Mike Mraz, Computer Services Contractor; Jon Bisesi, City Council Liaison; and David Ruff, Library Executive Director.

II.

Ms. Threadgill moved that:

THE SECRETARY'S MINUTES DATED MARCH 2, 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 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: the library has successfully re-introduced a limited amount of seating for patrons; the on-site portion of the library's annual audit has been completed by auditor Judy Walther and Finance Services Coordinator Julie Tang; the library may be able to resume Sunday

hours in April; and the library and the Park District have presented a cooperative program hosted at the library to provide additional information for those attempting to register for the COVID vaccine.

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 – 04/06/21.
- B. Ms. Webb moved that:

ACCOUNTS PAYABLE DATED FEBRUARY 28, 2021 IN THE AMOUNT OF \$259,423.82 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. Kremer moved that:

THE BOARD ACCEPT THE BID OF CURRENT COMMUNICATIONS TO REPLACE THE LIBRARY'S PHONE SYSTEM AS PRESENTED IN ATTACHMENT B – 04/06/21 AS THE LOWEST RESPONSIBLE BIDDER FOR A THREE-YEAR CONTRACT PRICE IN THE AMOUNT OF \$29,645.28 (\$9,881.76 PER YEAR).

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

- D. Other New Business

Ms. Semple announced that a Personnel Committee Meeting will be scheduled for May to begin the annual review of the Employee Manual and salary ranges.

VIII.

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

The meeting adjourned at 7:27 P.M.

Marsha Kremer, Secretary
Rolling Meadows Library Board

Date