

**ROLLING MEADOWS LIBRARY BOARD  
BYLAWS/POLICIES COMMITTEE MEETING  
May 18, 2017**

**Present:** Marsha Kremer, Chairperson; Eunice Semple, David Ruff,  
Jennifer Collette, Mary Sebela and Lucia Khipple

**Absent:** Steve Rossi and Mary Constance Back

**I. Call to Order**

The Bylaws meeting was called to order at 9:15 A.M.

**II. Approval of Minutes**

Mary Sebela moved that the minutes for the April 26, 2017 meeting be approved. Following the opportunity for discussion, on a voice vote, the motion was unanimously approved.

**III. Floor Open to the Public**

The meeting was open to the public for up to 20 minutes. No one from the public was in attendance.

**IV. Unfinished Business**

There was no unfinished business.

**V. New Business**

- A.** David Ruff moved that the Committee deviate from the regular agenda to discuss formulating a policy to cover the new Small Group Meeting Rooms that will be available when the West Wing Construction is completed. This discussion covered necessary guidelines as to availability, reservations, time limits, age restrictions, food and beverage restrictions, public conduct, damage to equipment, etc.
- B.** Jennifer Collette will organize this information into policy format and bring back to the Committee for review at the next meeting.

Next meeting date - Thursday, June 15<sup>th</sup> at 9:15 A.M.

**VI. Adjournment**

Eunice Semple moved that the meeting be adjourned at 10:10 A.M  
On a voice vote, the motion was unanimously approved.

**Approved** \_\_\_\_\_ **Date** \_\_\_\_\_