ROLLING MEADOWS LIBRARY
DEVELOPMENT COMMITTEE MINUTES
9:00 A.M. – WEDNESDAY, FEBRUARY 15, 2023
LIBRARY BOARD ROOM

Committee Members Present: Marsha Kremer, Chairperson; Adrienne Rubinkowski, Board Trustee and Kevin Medows, Executive Director.

I.   Call to Order
Marsha Kremer, Development Committee Chair called the meeting to order at 9:00 A.M. in the Library Board Room.

II.   Approval of Minutes
Adrienne Rubinkowski moved that:
THE SECRETARY'S OPEN MINUTES DATED 01/24/23 BE APPROVED.
Following the opportunity for discussion, the question was called. The motion was unanimously approved on 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 Library Board.

IV.   Unfinished Business
There was no unfinished business.

V.   New Business:
A. Procedure for Executive Director's Annual Performance Review and Goals
Draft goals were discussed, with some new additions. Kevin will send documents to Trustees for their review and input before March Development committee meeting.

B. Other New Business:
Discussion of how elections were done in the past. Development Committee, according to Bylaws, has oversight of elections. The body will keep in mind the methods previously used by Trustee Semple, but the group may decide to think through and possibly use a different method.

C. The next scheduled meeting will be March 15, 2023 at 11:00 A.M.
Agenda items to include: 1) more review of director goals, 2) review nominations process for officer elections, and 3) plan for Trustee-focused content in regular Board Meetings when staff are not presenting (possibly alternate between the two formats).

VI.   Adjournment
Marsha made a motion to adjourn the meeting. Following the opportunity for discussion, the question was called. The motion was unanimously approved on a voice vote. The meeting was adjourned at 10:45 A.M.

Approved _____ **Date** _____