

**ROLLING MEADOWS LIBRARY BOARD
PERSONNEL COMMITTEE MINUTES
Thursday, May 19, 2016**

I. Call To Order

Ms. Semple called the meeting to order at 9:22 A.M.

Present were Chairperson Eunice Semple, Director David Ruff, Technical Services Director Steve Rossi, Reference Services Director Jennifer Colette, Advisory Director and Assistant Director Lucia Khipple.

Absent: Suzanne Horn, Mary Constance Back.

II. Approval Of Minutes

Mr. Ruff moved that the secretary's minutes dated April 14, 2016 be approved and submitted. Following the opportunity for discussion, the question was called and on a voice vote, the motion carried.

III. Meeting Open to the Public for Twenty Minutes

No one from the public chose to address the Committee.

IV. Unfinished Business

There was no unfinished business.

New Business

- A. The Committee reviewed the annual Employee Handbook through 515.
- B. The Committee will meet next on June 23, 2016 at 9:15 A.M. and complete the Employee Handbook review.

V. Adjournment

Ms. Khipple motioned for adjournment of the meeting. The question was called and the motion carried. The meeting was adjourned at 10:12 A.M.

Approved _____ Date _____