

**ROLLING MEADOWS LIBRARY BOARD  
PERSONNEL COMMITTEE MINUTES  
Thursday, June 23, 2016**

**I. Call To Order**

Mr. Ruff called the meeting to order at 9:26 A.M.

Present: Director David Ruff, Technical Services Director Steve Rossi, Readers Advisory Director Mary Constance Back, Board Member Suzanne Horn, Board Member Sylvia Vange and Assistant Director Lucia Khipple

Absent: Eunice Semple and Jennifer Collette

**II. Approval Of Minutes**

Ms. Horn moved that the secretary's minutes dated May 19, 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

**V. New Business**

A. The Committee completed the review of the annual Employee Handbook through 515. Legally required changes were discussed and will be implemented.

**VI. Adjournment**

Ms. Horn motioned for adjournment of the meeting. The question was called and the motion carried.

The meeting was adjourned at 10:00 A.M.

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