

**ROLLING MEADOWS LIBRARY BOARD
PLANNING COMMITTEE MINUTES
January 20, 2009**

I. Call to Order

Ms. Threadgill called the meeting to order at 1:09 PM. Present were Pat Graf, Larry Konn, Sharon Montague, Mary Constance Back, Jean Threadgill, Reuben Sanchez, Roy Minnich, Jennifer Collette, Dave Ruff.

II. Approval Of Minutes

There was no December meeting. The committee approved the minutes from the September 24, 2008 meeting. Mr. Ruff moved that the secretary's minutes dated September 24, 2008 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

Mr. Ruff updated the committee on the 2010 Youth Services Recarpeting/Renovation Project. By the next meeting, the committee can expect estimates for carpet, shelving end panels, and the activity room window, as well as ideas from special services and youth services staff regarding re-design of staff work areas.

The committee discussed the Integrated Library System that was installed last year. Library staff will update the Library Board on the installation progress and the past year's usage at the February 2009 Board meeting.

Mr. Graf updated the committee on the pending necessary purchase of the new library phone system.

Mr. Ruff and staff updated the committee on the addition of ethernet stations in the library to allow patrons use of their laptops while in the library.

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Under new business, Mr. Konn updated the Committee on the on-going project to honor long-time library staff and volunteers, via a virtual portal on the library's website.

The next meeting was tentatively set for March 12, 2009 at 1PM

VI. Adjournment

Mr. Minnich motioned for adjournment of the meeting. The question was called and on a voice vote, the motion carried. The meeting was adjourned at 2:40 PM.

Approved _____ **Date** _____