

**ROLLING MEADOWS LIBRARY BOARD  
PLANNING COMMITTEE MEETING MINUTES  
10:00 A.M. – MONDAY, AUGUST 5, 2024  
LIBRARY BOARD ROOM**

**I. Call to Order**

Chairperson Trustee Threadgill called to order the Planning Committee Meeting at 10:02 A.M. in the Library Board Room.

Board Members Present: Trustees Jean Threadgill, Phil Priest and Steve Rossi  
Absent: Trustee Sylvia Vange.

Also present: Jack Bower, Executive Director; Lucia Khipple, Assistant Director/Youth Services Director; Mary Constance Back, Readers Services Director; Pete DeCicco, Building Services Director, and Mike Mraz, IT Director.

**II. Approval of Minutes**

Trustee Rossi moved that

**THE COMMITTEE'S MINUTES DATED 07/02/2024 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 twenty minutes. No one from the public was in attendance.

**IV. Unfinished Business**

**A. Review Bids and Recommend Contractor for Lower Level Re-carpeting Project.**  
The Committee reviewed the Bids and required documentation. Following discussion Trustee Priest moved that the committee recommend the board award the Lower Level Flooring Replacement Project to Johnson Flooring, including the staff stairs alternate, for a total amount of \$147,461. The motion carried by voice vote.

Movers were discussed to move the Youth Services collection for the Flooring Project. Trustee Priest moved that the Committee approve Hallett Movers for moving services related to the Lower Level Flooring Project for a total amount of \$24,500. The motion carried by voice vote.

**B. Strategic Planning Discussion**

**V. New Business**

**A. Jack Bower recommended to the Committee that the roofing project be postponed until the Spring of 2025.**

**B. Schedule Next Meeting.** The next Planning Committee meeting will be the forthcoming Strategic Plan Steering Committee which will involve all Trustee Committee members. That meeting is scheduled for August 20, 2024 at 1:00 P.M.

**VI. Adjournment**

Trustee Rossi moved that the meeting be adjourned. Following the opportunity for discussion, the question was called. The motion was unanimously approved on a voice vote.

The meeting was adjourned at 10:43 A.M.

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