

**ROLLING MEADOWS LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
7:00 P.M. – WEDNESDAY, APRIL 9, 2025  
LIBRARY BOARD ROOM**

**I. Call To Order**

Library Board President Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:00 P.M. in the Library Board Room.

Board Members Present: President Jean Threadgill, Vice President Phil Priest, Treasurer Steve Rossi, Secretary Marsha Kremer, Trustee Melanie Elfers, Trustee Mary Erturk, Trustee Megan Gawlik, Trustee Liesel Hughes and Trustee Sylvia Vange

Absent: City of Rolling Meadows Alderperson Stefanie Boucher

Also present: Executive Director Jack Bower, Assistant Director Lucia Khipple, Reference Services Director Jennifer Collette, Information Technology Director Mike Mraz, and Administrative Services Coordinator Kristin Troy

**II. Approval of Minutes**

A. Trustee Priest moved and Trustee Vange seconded that:

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES DATED  
3/12/2025 BE APPROVED.**

Following the opportunity for discussion, the question was called. The motion was unanimously approved by 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 was in attendance.

**IV. Educational Presentation** – Reference Services Director Jennifer Collette gave an overview of the Reference Department, including programming, staffing and services.

**V. Board President Report** – President Threadgill reminded everyone that the Statement of Economic Interest form is due May 1, 2025, and to RSVP for the Volunteer Luncheon.

**VI. Executive Director Report** Executive Director Bower shared that the State of the City Breakfast is May 1 at 7:00 A.M. at the Rolling Meadows Park District. The LACONI Trustee Banquet is May 30 at 6:00 P.M. at The Nineteenth Century Club in Oak Park. The Institute of Museum and Library Services cuts were discussed, and how they affect Illinois. The Rolling Meadows Human Service hours at the library were announced. Jack attended two ribbon-cutting ceremonies. Highlights from the Monthly Director’s Report were the new seed library, computer classes at NRC, room reservations and others.

**VII. Friends Report** –In place of Jessica Van Swol, Information Technology Director Mike Mraz reported about the Friends Book Sale, and the summer reading T-shirts arrived and were distributed to the Board.

## VIII. New Business

- A. Finance Committee Report – Treasurer Rossi reported that the Finance Committee met at 6:30 P.M. and reviewed the financial documents.
- B. Trustee Rossi moved and Trustee Erturk seconded that:

**ACCOUNTS PAYABLE DATED MARCH 31, 2025 IN THE AMOUNT OF \$322,782.84 AS PRESENTED IN ATTACHMENT A – 04/09/2025 BE APPROVED FOR PAYMENT.**

Following the opportunity for discussion, the motion was called. The motion carried unanimously on a roll call vote.

- C. Planning Committee Report – President Threadgill reported the roofing project will begin on April 15, and work will be done between 7:00 A.M. – 3:00 P.M. The Library neighbors were notified. The date of the next meeting is TBD.
- D. Personnel Committee Report – Vice President Priest reported the committee met on March 18, and the next meeting will be May 20.
- E. Bylaws Committee Report – Treasurer Rossi reported the next meeting is April 14, and the committee will begin to review the Library Policy Manual.
- F. Development Committee Report – Secretary Kremer reported the next meeting is April 14.
- G. Heritage Committee Report – Trustee Gawlik said they are looking forward to honoring the award recipients at the Volunteer Luncheon on April 26.
- H. City of Rolling Meadows Ex-Officio Director Report – In Stefanie Boucher’s absence Jack reported the State of the City Breakfast is on May 1. On April 15, Jack will present the Library’s Strategic Plan at the City Council Meeting of the Whole.
- I. Other New Business – none

## IX. Adjournment

Trustee Rossi moved to adjourn the meeting and Trustee Vange seconded. Following the opportunity for discussion, the motion was called. The motion was unanimously approved on a voice vote.

The meeting was adjourned at 7:39 P.M.

Approved _____	Date _____
Phil Priest, Vice President Rolling Meadows Library Board	May 14, 2025