

**ROLLING MEADOWS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
7:00 P.M. - TUESDAY - JUNE 6, 2023
BOARD ROOM**

I. Call To Order & Introductions

Library Board President Ms. Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:03 P.M. in the Library Board Room.

Present Board Members: Arroyo, Erturk, Gawlik, Kremer, Priest, Rubinkowski, Threadgill, Vange and Webb.

Also present: Kevin Medows, Executive Director; Lucia Khipple, Youth Services Director; Sharon Montague, Special Services Director; Karen Levenson, Administrative Associate and Stefanie Boucher, Alderperson/Council Liaison

II. Approval of Minutes

A. Ms. Vange moved and Mr. Priest seconded that:

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES
DATED 05/02/23 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 addressed the Board.

IV. Board President Report – Jean Threadgill welcomed new Trustee Megan Gawlik and new City Liaison, Alderperson Stefanie Boucher, and asked everyone to introduce themselves. She asked board members to complete the interest form for committee posts.

V. Executive Director’s Report – Kevin Medows reported survey information regarding proposed new library operating hours. He highlighted the staff training held in June. The next Board meeting is July 11, 2023 due to the July 4th holiday.

VI. Friends Report – Sharon Montague, Special Services Director

Ms. Montague reported that the next Friends Book Sale will be held July 14-16. Their next meeting is July 13, at 6:30 P.M.

VII. New Business:

A. Peg Webb reported that the Finance Committee met at 6:30 P.M. and reviewed the financial documents.

B. Ms. Webb moved and Ms. Rubinkowski seconded that:

ACCOUNTS PAYABLE DATED MAY 2023 IN THE AMOUNT OF \$287,411.40 AS PRESENTED IN ATTACHMENT A – 06/06/2023 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 – Jean Threadgill, Chair reported that no meeting is scheduled at this time.
- D. Personnel Committee Report – Chair vacant, no report.
- E. Bylaws Committee Report – Marsha Kremer, Chair reported that no meeting is scheduled at this time.
- F. Heritage Committee Report – Adrienne Rubinkowski, Chair reported that no meeting is scheduled at this time.
- G. Development Committee Report – Marsha Kremer, chair
 - 1. Overview of Board Officer Nomination & Election Procedures- Ms. Kremer summarized the nomination process for the election of Board Officers. Nomination forms for officers are due back to her by June 20. Officer elections will be held at the July Board meeting. The next meeting is scheduled for Tuesday, June 27 at 10:00 A.M.

VIII. OLD BUSINESS

None

IX. Any and all other business the Library Board may wish to discuss

Ms. Webb moved and Mr. Priest seconded to go into closed session. Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote. The Board entered into Closed Session at 7:50 P.M. to discuss the performance of a specific employee.

The board returned to open session at 9:00 P.M.

X. Adjournment

Ms. Vange made a motion to adjourn the meeting and Ms. Webb seconded. Following the opportunity for discussion, the question was called. The motion was unanimously approved on a voice vote.

The meeting adjourned at 9:01 P.M.

Approved _____ Date _____
Marsha Kremer, Secretary July 11, 2023
Rolling Meadows Library Board