

**ROLLING MEADOWS LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
7:00 P.M. - WEDNESDAY, FEBRUARY 11, 2026  
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 Megan Gawlik, Trustee Liesel Hughes, and City of Rolling Meadows Alderperson Stefanie Boucher

Absent: Trustee Mary Erturk and Trustee Sylvia Vange

Also present: Executive Director Jack Bower, Assistant Director Lucia Khipple, Information Technology Director Mike Mraz, and Administrative Associate Karen Levenson

**II. Approval of Minutes**

A. Trustee Hughes moved and Vice President Priest seconded that:

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES DATED  
01/14/2026 BE APPROVED.**

Following the opportunity for discussion, the motion 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** – Executive Director Bower discussed the Annual Per Capita Grant Application, Attachment C - 2/11/2026.

**V. Board President Report** – President Jean Threadgill reminded trustees about the upcoming conferences; PLA April 1-3 in Minnesota, ALA – June 25-29 in Chicago and the ILA Oct 6-8 in Peoria.

**VI. Executive Director’s Report** - Director Bower highlighted some items from his Executive Director’s January report; including Cook County Commission hours at the library, new Conversation Circle program, Property Tax funds received, and the email accounts for trustees. Also discussed the new report showing all expenses over \$5,000.

**VII. Friends Report** – Director Bower reported the next book sale will be March 13-15. All unsold books are donated to Knowledge Exchange. Knowledge Exchange reported last year over 675,000 books were collected, 800,000+ pounds diverted from landfills, over 16.0 M gallons of water saved and over 5,000+ trees saved.

**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. Treasurer Rossi moved and Vice President Priest seconded that:

**ACCOUNTS PAYABLE DECEMBER 31, 2025 IN THE AMOUNT OF \$147,386.32 AS PRESENTED IN ATTACHMENT A – 02/11/2026 BE APPROVED FOR PAYMENT.**

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

C. Treasurer Rossi moved and Trustee Hughes seconded that:

**ACCOUNTS PAYABLE JANUARY 31, 2026 IN THE AMOUNT OF \$201,559.98 AS PRESENTED IN ATTACHMENT B – 02/11/2026 BE APPROVED FOR PAYMENT.**

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

D. Treasurer Rossi moved and Trustee Gawlik seconded that:

**THE BOARD APPROVE THE LIBRARY'S 2026 ANNUAL PER CAPITA GRANT APPLICATION AS PRESENTED IN ATTACHMENT C – 02/11/2026.**

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

E. Planning Committee Report – President Threadgill reported they will schedule a meeting in March. Product Architecture + Design met with staff to gather information for their facility needs assessment at the January All Staff meeting.

F. Personnel Committee Report – Vice President Priest reported the Employee Handbook has been updated and approved last month, no need to schedule a meeting.

G. Bylaws Committee Report – Treasurer Rossi reported the committee met on February 2, discussed term limits for Board Officers to mirror the City's and allow more board members to hold offices. The next meeting is March 25 at 4:30 P.M.

H. Development Committee Report – Secretary Kremer reported the committee met January 23, the next meeting is scheduled for February 20 at 11:00 A.M. to begin the Director's annual review.

I. Heritage Committee Report – Trustee Gawlik reported the next meeting is scheduled for February 23 at 4:30 P.M. to review the submissions for Volunteer of the Year.

- J. City of Rolling Meadows Ex-Officio Director Report - Stefanie Boucher reported early voting begins at the Rolling Meadows Courthouse for the March 17 primary election. The Committee of the Whole meeting schedule for March 17 has been cancelled. The event calendar is posted on the website; highlights include the May 9 Family Services Day at the East Park Apartments Courtyard. Also shared information about the Sponsor a Hometown Hero Veteran banner program. and the February 28 Jazz in the Meadows at RMHS.
- K. Other New Business - none

**IX. Adjournment**

Treasurer Rossi moved to adjourn the meeting and Vice President Priest 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 \_\_\_\_\_  
Marsha Kremer, Secretary March 11, 2026  
Rolling Meadows Library Board