

**ROLLING MEADOWS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
7:00 P.M. – WEDNESDAY, MAY 13, 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.

II. Roll Call

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 City of Rolling Meadows Alderperson Stefanie Boucher

Absent: none

Also present: Executive Director Jack Bower, Assistant Director Lucia Khipple, Information Technology Director Mike Mraz, Administrative Associate Karen Levenson and Jamie Rachlin from Meristem Advisors arrived at 7:50 P.M.

III. Approval of Minutes

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

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES DATED
04/08/2026 BE APPROVED.**

Following the opportunity for discussion, the question was called. The motion was unanimously approved by a voice vote.

IV. Public Comment

The meeting was open to the public for a period not to exceed twenty minutes. No one from the public addressed the Board.

V. Educational Presentation – Director Bower gave an overview of the Board Officer positions and their roles including new term limit rules, also combining committees with the idea that each officer could chair a committee.

VI. Board President Report – President Threadgill stated no president’s report, information will be covered in the Planning Committee report.

VII. Executive Director Report –Director Bower shared the Director's Report, which highlighted the events of last month, and noted the Volunteer luncheon honoring our Treasurer Steve Rossi as Volunteer of the Year. He thanked everyone especially Special Services for planning and hosting the event. Everyone is invited to attend the 21st Annual Rolling Meadows State of the City luncheon on May 27 at the Meridian Banquet & Conference Center.

VIII. Friends Report –Director Bower reported that Circulation Associate Jean H. attended the Friends meeting held May 12. The Friends will sponsor our membership with the Illinois Library Presents program.

IX. 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 DATED APRIL 2026 IN THE AMOUNT OF \$359,325.45AS PRESENTED IN ATTACHMENT A – 05/13/2026 BE APPROVED FOR PAYMENT.

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

C. Approval of Resolution

Trustee Hughes moved and Trustee Elfers seconded that: **RESOLUTION NO. 26-01 TRANSFERRING WORKING CASH FUNDS BALANCES TO THE GENERAL FUND/OPERATING FUND** – as presented in Attachment B - 05/13/2026 be approved.

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

D. Approval of Resolution

Trustee Elfers moved and Treasurer Rossi seconded that: **RESOLUTION NO. 26-02 TRANSFERRING FUNDS FROM THE GENERAL OPERATING FUND TO THE CAPITAL PROJECTS ALLOCATION** - Attachment C - 05/13/2026 be approved.

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

E. Long Range Financial Plan Presentation – presentation moved to after committee reports, now item K.

F. Planning Committee Report – President Threadgill reported they met on May 6 and Tiffany Nash and Dan Pohrte from Product Architecture + Design gave their facility needs presentation.

G. Personnel Committee Report – Vice President Priest reported no meeting scheduled.

H. Bylaws Committee Report – Treasurer Rossi reported the committee met and reviewed the Bylaws, the updated version is presented for the first reading.

1. First Reading Library Bylaws – Attachment D – 05/13/2026

- I. Development Committee Report – Secretary Kremer reported they will meet Friday, May 15 at 11:00 A.M.
- J. Heritage Committee Report – Trustee Gawlik reported no meeting scheduled. The Volunteer luncheon was a success, congratulation to Steve Rossi, and thanks to all the staff that helped.
- K. Long Range Financial Plan Presentation – Jamie Rachlin – Meristem Advisors arrived at 7:50 P.M. Jamie gave an overview of the Library’s current financial position and considerations related to meeting its long-term goals.
- L. City of Rolling Meadows Ex-Officio Director – Alderperson Stefanie Boucher reported on upcoming events, including the June 5 Block Party, proposed refuse system changes to be discussed at the May 19 Committee of the Whole meeting, and the summer schedule moving to one meeting per month. She also shared that the city is awaiting more information on the State of Illinois’ Building Act addressing the housing shortage.
- M. Other New Business – Reminder next month we will have the auditor and the architectures presentations.

X. 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 8:15 P.M.

Approved _____ Date _____
 Marsha Kremer, Secretary June 10, 2026
 Rolling Meadows Library Board