

**ROLLING MEADOWS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
7:00 P.M. – WEDNESDAY, JULY 8, 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, Treasurer Steve Rossi, Secretary Marsha Kremer, Trustee Melanie Elfers, Trustee Megan Gawlik, Trustee Liesel Hughes and City of Rolling Meadows Alderperson Stefanie Boucher

Absent: Vice President Phil Priest, and Trustee Mary Erturk

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

III. Oath of Office –

Trustee Hughes moved and Trustee Gawlik seconded to:

**DESIGNATE PRESIDENT THREADGILL AS SECRETARY PRO TEMPORE
FOR THE SOLE AND LIMITED PURPOSE OF ADMINISTERING TODAY’S
OATHS OF OFFICE.**

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

Secretary Pro Tempore Threadgill administered the Oath of Office to Marsha Kremer and Steve Rossi as members of the Rolling Meadows Library Board of Trustees for the 2026–2027 term.

IV. Approval of Minutes

A. Treasurer Rossi moved and Trustee Hughes seconded that:

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES DATED
06/10/2026 BE APPROVED AS AMENDED.**

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

V. 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.

VI. Educational Presentation – Director Bower gave an update of the migration to CCS. Our go live date is Oct 20, 2026.

VII. Board President Report – President Threadgill thanked the Library for participating in the July 4th parade.

VIII. Executive Director Report –Director Bower shared the Director's Report, which highlighted the events of last month, and noted there was a good turnout to the June 11th Summer Reading Challenge kickoff, which was moved inside due to the weather.

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 Trustee Hughes seconded that:

ACCOUNTS PAYABLE DATED JUNE 2026 IN THE AMOUNT OF \$335,006.36 AS PRESENTED IN ATTACHMENT A – 07/08/2026 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 committee will meet on Monday, July 13 at 1:30 P.M.

D. Bylaws Committee Report – Treasurer Rossi reported they reviewed the new Privacy Policy at the last meeting and now present it to the Board for approval.

E. Treasurer Rossi moved and Trustee Elfers seconded that

THE BOARD APPROVE THE PRIVACY POLICY AS PRESENTED IN ATTACHMENT B - 07/08/2026.

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

F. Development Committee Report – Secretary Kremer reported they met on June 22 and reviewed the Board Self-Evaluation survey results and created the slate for the officer elections.

G. 2026 Library Board Self-Evaluation Results – Director Bower summarized the results, and gave an overview of the open response questions.

H. Election of Board Officers

Secretary Kremer read the Board Officer Slate of Candidates as presented in Attachment C – 07/08/2026.

Hearing no additional nomination from the floor, Secretary Kremer moved and Trustee Gawlik seconded that:

THE BOARD ELECT PHIL PRIEST PRESIDENT; LIESEL HUGHES VICE-PRESIDENT; MARSHA KREMER SECRETARY AND STEVE ROSSI TREASURER, FOR A ONE-YEAR TERM IN THEIR RESPECTIVE OFFICES.

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

- I. Library Board Committee Assignments – Director Bower discussed the draft of the committees and their assigned members. He reminded all board members they are invited to attend all committee meetings. Next month the list of staff on the committees will be available.
- J. City of Rolling Meadows Ex-Officio Director – Alderperson Stefanie Boucher thanked the library for participating in the July 4th parade. Health & Human Services is sponsoring a school supply drive. Friday, July 17 is music in the park and July 28 is the next Committee of the Whole meeting.
- K. Other New Business – Trustee Threadgill thanked everyone for their support and help during her years serving as Board President.

X. Adjournment

Treasurer Rossi moved to adjourn the meeting and Trustee Elfers seconded. The motion was unanimously approved on a voice vote.

The meeting was adjourned at 7:41 P.M.

Approved _____	Date _____
Marsha Kremer, Secretary Rolling Meadows Library Board	August 12, 2026