

**ROLLING MEADOWS LIBRARY BOARD
BYLAWS COMMITTEE MINUTES
4:30 P.M. – WEDNESDAY, NOVEMBER 5, 2025
LIBRARY BOARD ROOM**

I. Call to Order

Chairperson Trustee Rossi called to order the Bylaws Committee Meeting at 4:30 P.M. in the Library Board Room.

Board Members Present: Trustee Steve Rossi, Trustee Melanie Elfers, Trustee Megan Gawlik (arrived 4:34 P.M.) and Trustee Marsha Kremer.

Also present: Executive Director Jack Bower, Circulation Services Director Mary Sebela (arrived 4:34 P.M.) and IT Director Mike Mraz

II. Approval of Minutes

Trustee Kremer moved and Trustee Elfers seconded that the minutes from the 9/22/2025 meeting be approved. The motion was unanimously approved on 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. Unfinished Business

- A. Review Draft of Privacy Policy – Agenda item moved to first - Discussed policy changes, Jack will update accordingly and will discuss draft at next meeting.
- B. Review Draft of Weather & Emergency Closing Policy - Trustee Gawlik moved and Trustee Elfers second the Committee recommend that the Board approve the Weather and Emergency Closing Policy at the November Board Meeting.
- C. Review Draft of General Reserve Fund Policy - Trustee Gawlik moved and Trustee Elfers second that the Committee recommend that the Board approve the General Reserve Fund Policy at the November Board Meeting.
- D. Review Draft of Purchasing Policy - Trustee Gawlik moved and Trustee Elfers second that the Committee recommend that the Board approve the Purchasing Policy at the November Board Meeting.

V. New Business

- A. Discussion: Books by Bots – American Libraries Magazine Article – Discussed poor quality of AI written materials. Jack will share with staff and monitor policies and recommendations.

- B. Review and Discussion: Updated City Ordinance - Trustee Gawlik moved and Trustee Elfers second that the Committee recommend that the Board approve the changes adding the updated City Ordinance to the Library Bylaws at the November Board Meeting.
- C. Other New Business – none
- D. Schedule Next Meeting – Monday, February 2, 2026 at 4:30 P.M.

VI. Adjournment

Trustee Rossi declared the meeting adjourned at 5:38 P.M.

Approved _____ **Date** _____