

**ROLLING MEADOWS LIBRARY BOARD  
BYLAWS COMMITTEE MINUTES  
4:00 P.M. - MONDAY - FEBRUARY 17, 2025  
LIBRARY BOARD ROOM**

**I. Call to Order**

Chairperson Trustee Rossi called to order the Bylaws Committee Meeting at 4:00 P.M. in the Library Board Room.

Board Members Present: Trustee Steve Rossi, Trustee Megan Gawlik, Trustee Melanie Elfers and Trustee Marsha Kremer (arrived at 4:10 P.M.)

Also present: Executive Director Jack Bower and Reference Services Director Jennifer Collette

**II. Approval of Minutes**

Trustee Elfers moved and Trustee Gawlik seconded that the minutes from the 6/27/2024 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 twenty minutes. No one from the public was in attendance.

**IV. Unfinished Business - none**

**V. New Business**

A. **Suspension and Ban Policy Discussion.** Discussed still allowing online library privileges during ban. Trustee Kremer moved and Trustee Elfers seconded to recommend the policy to the board.

B. **Small Group Meeting Rooms Policy Discussion.** Discussed that this policy is meant to be a bridge to a more thorough update once the room booking software is in place. Trustee Elfers moved and Trustee Gawlik seconded to recommend the policy to the board.

C. **Reviewing Policy Manual and Board Bylaws Discussion.** Decided which policies to review with a “Welcoming” lens (as per Strategic Plan Strategy) in 2025. Bylaws and other recently reviewed policies will be reviewed in 2026.

D. **Other New Business**

Next meeting scheduled for Monday, April 14 at 4:15 P.M.

**VI. Adjournment**

Trustee Rossi moved and Trustee Elfers seconded that the meeting adjourn at 5:05 P.M.

Approved \_\_\_\_\_ Date \_\_\_\_\_