

**ROLLING MEADOWS LIBRARY BOARD
PERSONNEL COMMITTEE MINUTES
10:00 A.M. – TUESDAY, MARCH 18, 2025
LIBRARY BOARD ROOM**

I. Call to Order

Chairperson Priest called to order the Personnel Committee Meeting at 10:00 A.M. in the Library Board Room.

Board Members Present: Trustee Phil Priest, Trustee Steve Rossi, and Trustee Sylvia Vange

Also present: Executive Director Jack Bower, and Administrative Services Coordinator Kristin Troy

II. Approval of Minutes

Trustee Rossi moved and Trustee Vange seconded that the minutes from the 1/28/2025 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 - none

V. New Business

A. Begin Review of Employee Handbook Policies #101-111
Reviewed policies and suggested revisions for policies #110 Disability Accommodations and #111 Job Postings.

B. Other New Business – none

C. Schedule Next Meeting
Next meeting is scheduled for Tuesday, May 20 at 2:30 P.M.

VI. Adjournment

Trustee Priest declared the meeting adjourned at 10:40 A.M.

Approved _____ Date _____