

**ROLLING MEADOWS LIBRARY BOARD
PERSONNEL COMMITTEE MINUTES
2:30 P.M. – TUESDAY, MAY 20, 2025
LIBRARY BOARD ROOM**

I. Call to Order

Chairperson Priest called to order the Personnel Committee Meeting at 2:31 P.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

Jack Bower left at 3:35 P.M.

II. Approval of Minutes

Trustee Rossi moved and Trustee Vange seconded that the minutes from the 03/18/2025 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. The committee reviewed the drafts of policies #110 and #111 based on the discussions from the previous meeting.

V. New Business

A. The committee reviewed and discussed Employee Handbook Policies #201 - #320. Drafts reflecting the suggested revisions will be reviewed at the next meeting.

B. Other New Business – none

C. Schedule Next Meeting

Next meeting is scheduled for Monday, July 14, at 10:00 A.M. (amended to July 23rd at 10:30 A.M.)

VI. Adjournment

Trustee Priest declared the meeting adjourned at 4:01 P.M.

Approved _____ Date _____