

**ROLLING MEADOWS LIBRARY BOARD
PERSONNEL COMMITTEE MINUTES
10:00 A.M. – MONDAY, NOVEMBER 3, 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 08/27/2025 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 #601- #609 based on the discussions from the previous meeting.

V. New Business

A. The committee reviewed and discussed Employee Handbook Policies #701 - #803. 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, December 8, 2025.

VI. Adjournment

Trustee Priest declared the meeting adjourned at 11:15 A.M.

Approved _____ Date _____