

**ROLLING MEADOWS LIBRARY BOARD
PLANNING COMMITTEE MINUTES
10:00 A.M. – WEDNESDAY, MAY 6, 2026
LIBRARY BOARD ROOM**

I. Call to Order

Chairperson President Threadgill called to order the Planning Committee Meeting at 10:00 A.M. in the Library Board Room.

Board Members Present: President Jean Threadgill, Vice President Phil Priest, and Treasurer Steve Rossi

Also present: Executive Director Jack Bower, Assistant Director Lucia Khipple, Reference Services Director Jennifer Collette, Readers Services Director Mary Constance Back, Building Services Director Pete DeCicco, Technical Services Director Wendy Freeman, Information Technology Director Mike Mraz, Circulation Services Director Mary Sebela, Tiffany Nash from Product Architecture + Design and Dan Pohrte from Product Architecture + Design

Approval of Minutes

Vice President Priest moved and Treasurer Rossi seconded that the minutes from the 11/05/2025 meeting be approved. The motion was unanimously approved on a voice vote.

II. 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.

III. Unfinished Business – none

IV. New Business

- A. Facility Needs Assessment Presentation by Tiffany Nash and Dan Pohrte from Product Architecture + Design. The last major remodeling project was in 1987. Dan will come back with additional information at the next meeting.
- B. Other New Business - none
- C. Schedule Next Meeting – Wednesday, May 27 at 10:00 A.M.

V. Adjournment

Treasurer Rossi moved and Vice President Priest seconded that the meeting adjourn at 11:21 A.M.

Approved _____ Date _____