

**ROLLING MEADOWS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
7:00 P.M. – WEDNESDAY, MARCH 11, 2026
LIBRARY BOARD ROOM**

I. Call To Order

Library Board President Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:00 P.M. in the Library Board Room.

Board Members Present: President Jean Threadgill, Vice President Phil Priest, Treasurer Steve Rossi, Secretary Marsha Kremer, Trustee Melanie Elfers, and Trustee Megan Gawlik

Absent: Trustee Mary Erturk, Trustee Liesel Hughes, City of Rolling Meadows Alderperson Stefanie Boucher, and Sylvia Vange (resigned 3-2-2026)

Also present: Executive Director Jack Bower, Assistant Director Lucia Khipple, Information Technology Director Mike Mraz, and Administrative Associate Karen Levenson

II. Approval of Minutes

A. Trustee Rossi moved and Trustee Priest seconded that:

**THE SECRETARY’S LIBRARY BOARD MEETING OPEN MINUTES DATED
02/11/2026 BE APPROVED.**

Following the opportunity for discussion, the question was called. The motion was unanimously approved by 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 addressed the Board.

IV. Educational Presentation - IPLAR – Executive Director Bower discussed the IPLAR report and noted new questions that were added, including reporting training hours for trustees.

V. Board President Report – President Threadgill reported that Trustee Sylvia Vange has resigned from the Library Board, and shared her resignation letter dated March 2, 2026. Trustee Vange now resides in Prospect Heights, IL.

VI. Executive Director Report – Executive Director Bower highlighted the monthly report and shared information about upcoming training opportunities available for trustees. RML email accounts have been opened for all trustees, for the next month we will email to both their personal and new RMLIB.ORG email accounts. Volunteer luncheon invitations have been delivered, RSVP by April 7, we renewed our Employee Assistance Program (EAP) membership and it is available to all trustees and staff.

VII. Friends Report –Executive Director Bower reported the Friends are prepared for the Book Sale which begins Thursday with Teachers preview night. We appreciate the Friends sponsoring the summer reading T-shirts. The Friends sold an old Jack London book for \$110.

VIII. New Business

A. Finance Committee Report – Treasurer Rossi reported that the Finance Committee did not have a quorum, so there was no meeting tonight.

B. Trustee Rossi moved and Trustee Priest seconded that:

ACCOUNTS PAYABLE DATED FEBRUARY 2026 IN THE AMOUNT OF \$365,667.81 AS PRESENTED IN ATTACHMENT A – 03/11/2026 BE APPROVED FOR PAYMENT.

Following the opportunity for discussion, the motion was called. The motion carried unanimously on a roll call vote.

C. Planning Committee Report – President Threadgill reported the committee will meet soon. Due to the vacancy since Trustee Vange resigned, Trustee Priest was appointed to the Planning Committee.

D. Personnel Committee Report – Vice President Priest reported no meeting scheduled.

E. Bylaws Committee Report – Treasurer Rossi reported the committee is scheduled to meet on March 25.

F. Development Committee Report – Secretary Kremer reported they met on February 20 and discussed the Executive Director’s review. May 15 is the next scheduled meeting.

G. Heritage Committee Report –Trustee Gawlik reported the committee met on February 23 and discussed the volunteer lunch. The committee voted to award the Volunteer of the Year Award to Steve Rossi. Trustee Rossi abstained from voting. All Board Trustees invitations have been distributed, please RSVP by Tuesday, April 7.

H. City of Rolling Meadows Ex-Officio Director Report – In Alderperson Stefanie Boucher’s absence, Trustee Gawlik mentioned the large ribbon cutting ceremony at the City announcing the new hours and expanded area of the Pace on Demand service.

I. Other New Business – All Trustees should have received an email to complete their Statement of Economic Interest (SEI) form.

IX. CLOSED SESSION

Trustee Priest moved and Trustee Gawlik seconded:

THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(21) TO DISCUSS MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT AND AS PART OF THE SEMI-ANNUAL REVIEW MANDATED BY SECTION 2.06. ADDITIONALLY, UNDER 5 ILCS 120/2(C)(1) TO DISCUSS THE EXECUTIVE DIRECTOR’S COMPENSATION, PERFORMANCE REVIEW, AND 2026 GOALS.

Following the opportunity for discussion, the motion was called. The motion carried unanimously on a voice vote. The Board entered into Closed Session at 7:40 P.M.

The Board returned to open session at 8:02 P.M.

X. Reconvene to Open Session

A. Trustee Priest moved and Trustee Gawlik seconded that:

THE SECRETARY’S CLOSED LIBRARY BOARD MINUTES DATED 10/08/2025 BE APPROVED.

Following the opportunity for discussion, the motion was called. The motion carried unanimously on a voice vote.

B. Trustee Gawlik moved and Trustee Priest seconded that:

THE CLOSED MINUTES RECOMMENDED FOR RELEASE IN CLOSED ATTACHMENT A – 3/11/2026 AND REVIEWED UNDER 5 ILCS 120/2(C)(21) NO LONGER NEED TO REMAIN CONFIDENTIAL AND MAY BE MADE AVAILABLE FOR PUBLIC INSPECTION.

C. Trustee Elfers moved and Trustee Rossi seconded that:

THE LIBRARY DESTROY ALL VERBATIM RECORDS AND TAPES OF CLOSED SESSION MEETINGS MORE THAN 18 MONTHS OLD AS ALLOWED IN AND IN ACCORDANCE WITH THE PROCEDURES DESCRIBED IN 5 ILCS 120/2.06(C).

Following the opportunity for discussion, the motion was called. The motion carried unanimously on a voice vote.

D. Trustee Rossi moved and Trustee Priest seconded that

THE BOARD APPROVE A 4% INCREASE IN SALARY FOR THE EXECUTIVE DIRECTOR’S COMPENSATION PACKAGE.

Following the opportunity for discussion, the motion was called. The motion carried unanimously on a roll call vote. This increase is retroactive to January.

C. Adjournment

Trustee Gawlik moved to adjourn the meeting and Trustee Elfers seconded. Following the opportunity for discussion, the motion was called. The motion was unanimously approved on a voice vote.

The meeting was adjourned at 8:06 P.M.

Approved _____ Date _____
Marsha Kremer, Secretary April 8, 2026
Rolling Meadows Library Board