

**ROLLING MEADOWS LIBRARY BOARD  
BYLAWS COMMITTEE MINUTES  
4:15 P.M. - MONDAY, SEPTEMBER 22, 2025  
LIBRARY BOARD ROOM**

**I. Call to Order**

Chairperson Trustee Rossi called to order the Bylaws Committee Meeting at 4:28 P.M. in the Library Board Room.

Board Members Present: Trustee Steve Rossi, Trustee Megan Gawlik, Trustee Melanie Elfers and Trustee Marsha Kremer (arrived 4:35 P.M.)

Also present: Executive Director Jack Bower, Reference Services Director Jennifer Collette and Circulation Services Director Mary Sebel

**II. Approval of Minutes**

Trustee Gawlik moved and Trustee Elfers seconded that the minutes from the 7/30/2025 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. Collection Development Policy Discussion**

Jack outlined the changes to the policy he and staff recommended.

Trustee Gawlik moved and Trustee Elfers second the Committee recommend that the Board approve the Collection Development Policy at the October Board Meeting.

**B. Library Closings: Weather Policy Discussion**

Jack presented an updated “Weather & Emergency Closures Policy”. Received Committee feedback, and will take it back to the staff for a next draft.

**V. New Business**

**A. New Privacy Policy Discussion**

Tabling for next meeting.

**B. Board Professional Development Policy Review**

No changes needed.

**C. General Reserve Fund Policy Review**

Updates were discussed, and Jack will create draft.

**D. Investment of Public Funds Policy Review**

No changes needed.

**E. Library Capitalization Policy Review**

No changes needed.

**F. Purchasing Policy Review**

Updates were discussed, and Jack will create draft.

**G. Other New Business**

Discussion surrounding other library boards and controversial statements.

**H. Schedule Next Meeting**

Wednesday, November 5 at 4:30 P.M.

**VI. Adjournment**

Trustee Rossi declared the meeting adjourned at 6:00 P.M.