

BOARD OF LIBRARY TRUSTEES

COMMITTEE OF THE WHOLE

- 03.18.01 A meeting of the Board of Library Trustees of the Arlington Heights Memorial Library Committee of the Whole was called to order in the Board Room of the Arlington Heights Memorial Library on Monday, March 26, 2018, at 7:30 p.m. by President Smart.

Upon **ROLL CALL**, the following answered Present: Trustees Brody Garkisch, Medal, Supplitt, Tangney, Thanopoulos, Zyck, and Smart.

Absent: None.

Also present: Mike Driskell, Interim Executive Director; Shannon Distel, Director of Customer Services; Kelly Spokas, Director of Finance; Mary Hastings, Communications and Marketing Manager; Gary Leclair, Facilities Manager; Jennifer Czajka, Programs and Exhibits Manager; Janet Moravec, Business Office Administrator.

- 03.18.02 There was no **PUBLIC COMMENT**.
- 03.18.03 Trustee Brody Garkisch moved **APPROVAL OF THE COMMITTEE OF THE WHOLE MINUTES OF JANUARY 29, 2018 MEETING (Action Item 1)** Trustee Tangney seconded. All were in favor and the minutes were approved as submitted.
- 03.18.04 **ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION (Item 2)** – President Smart gave an update on the status of the Arlington Heights Memorial Library Foundation explaining the exploratory committee has been formed and next steps to move ahead with the foundation are being discussed.
- 03.18.05 **CARPET REPLACEMENT (Item 3)** – The committee discussed the upcoming second floor carpet replacement project budgeted in calendar year 2018. Staff will be seeking bids for the carpet replacement and will bring the results to the board for approval.
- 03.18.06 **SKYLIGHT REPLACEMENT (Item 4)** – The committee discussed replacement options for the skylight between the 1968 and 1993 buildings. As directed by the committee, staff will obtain cost comparisons to replace the entire skylight assembly including clear low-e glass, as recommended by the library’s architect, and translucent panels from the manufacturer of the current skylight.
- 03.18.07 **REVIEW OF COMMITTEE OF THE WHOLE SCHEDULE (Item 5)** – The committee reviewed the current Committee of the Whole schedule in relation to the

regular monthly board meetings. After discussion, the committee was in favor of moving the Committee of the Whole meetings from the last Monday of the month to the first Monday of the month.

03.18.08 **STAFF PRESENTATION – PROGRAMS AND EXHIBITS DEPARTMENT (Item 5)** – Programs and Exhibits Manager Jennifer Czajka provided an overview of the department, the vision of programming at the library, selection of programming topics, and future goals for the department.

03.18.09 **OTHER**

- Friends of the Library – 50 Years Celebration on Tuesday, March 27, 6-8 p.m.

There being no further business to discuss, Trustee Thanopoulos moved **ADJOURNMENT**. Trustee Medal seconded. All were in favor and the meeting was adjourned at 8:48 p.m.

Janet Moravec, Recorder