

BOARD OF LIBRARY TRUSTEES

COMMITTEE OF THE WHOLE

- 08.18.01 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, August 6, 2018, at 7:30 p.m. by President Smart.

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

Absent: Trustee Zyck.

Also present: Mike Driskell, Interim Executive Director; Shannon Distel, Director of Customer Services; Mary Hastings, Director of Communications and Marketing; Gary Leclair, Facilities Manager; Donna Ekl, Senior Accountant; Janet Moravec, Business Office Administrator; Tom Murphy, Murphy Security Solutions; Chris Roesing, Murphy Security Solutions; Marvin Crisp, D-Tech (via video conference).

- 08.18.02 There was no **PUBLIC COMMENT**.
- 08.18.03 **LOCKER/VENDING DEMO (Item 1)** – Mr. Crisp from D-Tech gave a demonstration of library material vending machines and 24/7 pickup lockers. The committee was in favor of further exploration of these types of devices and the services they can provide in the community.
- 08.18.04 **EXHAUST FAN REPLACEMENT (Item 2)** – The 2018 budget includes \$46,000 for the replacement of the rooftop exhaust fans, as recommended in the 2013 engineering assessment. The exhaust fan replacement is being aligned to correspond with the 1978 building roof replacement. After receiving quotes from three vendors, staff is recommending the project be awarded to Crowther Roofing, Sheet Metal & HVAC. Their quote of \$10,450 was the lowest quote received and Crowther Roofing is best suited to schedule the work in conjunction with the roofing project.
- 08.18.05 **CARPET CLEANER (Item 3)** – Staff is proposing the purchase of a professional grade carpet-cleaning machine. Purchasing a riding carpet cleaner capable of cleaning large areas quickly will allow for an increase in the frequency of cleaning, resulting in better looking carpet.
- 08.18.06 **NATURAL GAS RATES (Item 4)** – The committee discussed converting from variable rate to fixed-rate pricing for natural gas. Natural gas rates are favorable and near all-time lows. The committee was in favor of moving to fixed-rate pricing for 36 months.

08.18.07 There were no **OTHER** items to be discussed.

08.18.08 Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES ADJOURNS TO CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) FOR THE PURPOSE OF DISCUSSING PERSONNEL ISSUES AND (5) PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY.** Trustee Tangney seconded. All were in favor and the motion carried. The board went into closed session at 8:37 p.m.

The board returned to open session at 8:48 p.m.

Trustee Tangney moved **APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF AUGUST 6, 2018.** Trustee Medal seconded. All were in favor and the motion carried. The written minutes and audio recording were sealed until further action by the board.

There being no further business to discuss, Trustee Supplitt moved **ADJOURNMENT.** Trustee Tangney seconded. All were in favor and the meeting was adjourned at 8:49 p.m.

Janet Moravec, Recorder