

**BOARD OF LIBRARY TRUSTEES**

**COMMITTEE OF THE WHOLE**

- 10.18.01 A meeting of the Committee of the Whole of the Board of Library Trustees of the Arlington Heights Memorial Library **CONVENED** at 7:30 p.m. on Monday, October 1, 2018, in the Richard Frisbie Board Room of the Arlington Heights Memorial Library.

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

Absent: Trustee Thanopoulos.

Also present: Mike Driskell, Interim Executive Director; Shannon Distel, Director of Customer Services; Mary Hastings, Director of Communications and Marketing; Donna Ekl, Director of Finance; Janet Moravec, Business Office Administrator.

- 10.18.02 There was no **PUBLIC COMMENT**.

- 10.18.03 Trustee Supplitt moved **THE COMMITTEE APPROVES A CHANGE IN THE AGENDA ORDER TO DISCUSS THE PROPOSED 2018 TAX LEVY AT THIS TIME**. Trustee Tangney seconded. All were in favor and the motion carried.

**PROPOSED 2018 TAX LEVY (Action Item 2)** –President Smart invited Ms. Ekl to join the table. Ms. Ekl reported staff is proposing a 0% tax levy increase over the 2017 extended levy by Cook County, in the amount of \$14,108,076. At the request of the committee, information on a 1% tax levy increase, in the amount of \$14,249,157, was also provided. The committee discussed the tax levy options and their impact on the long range fiscal plan. After discussion, the committee was in favor of a 1% tax levy increase.

- 10.18.04 **REVIEW OF THE PROPOSED BUDGET FOR 2019 (Action Item 1) -**

Budget Summary

Combined funds revenue projection = \$14,630,898

Proposed general fund operating expenditures budget = \$14,965,339

Proposed transfer from general fund to capital projects fund = \$0

Proposed capital projects fund expenditures budget = \$157,090

Proposed total expenditure budget = \$15,122,429

Difference between total revenue and proposed total expenditure budget = (\$491,531)

Ms. Ekl explained the proposed 2019 budget shows no transfer from the general fund to the capital projects fund. The budget summary figures reflect a 2018 levy equal to a 1% increase on the 2017 extended levy.

10.18.05 **ASSIGNED FUND BALANCE (Action Item 3)** – Ms. Ekl explained staff is recommending releasing \$650,000 of the assigned IMRF UAAL balance to the Unassigned general fund balance. The committee was in favor of the adjustment.

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

10.18.07 Trustee Zyck moved **THE COMMITTEE ADJOURNS TO CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) FOR THE PURPOSE OF DISCUSSING PERSONNEL ISSUES AND (5) THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY AND MR. DRISKELL, MS. DISTEL, MS. EKL, MS. HASTINGS, AND MS. MORAVEC BE INVITED TO ATTEND.** Trustee Medal seconded. All were in favor and the motion carried. The committee went into closed session at 7:53 p.m.

John Keister, John Keister & Associates LLC; Shannon Meyer, Circulation Services Manager; Bill Pardue, Digital Services Librarian joined the meeting in closed session at 8:30 p.m.

Trustee Thanopoulos joined the meeting in closed session at 8:35 p.m.

The committee returned to open session at 9:28 p.m.

Trustee Brody Garkisch moved **APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF OCTOBER 1, 2018.** Trustee Tangney 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 be discussed, Trustee Zyck moved **ADJOURNMENT.** Trustee Thanopoulos seconded. All were in favor and the meeting was adjourned at 9:29 p.m.

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Janet Moravec, Recorder