

MINUTES OF THE JOINT MEETING OF THE ARLINGTON HEIGHTS VILLAGE BOARD AND THE ARLINGTON HEIGHTS MEMORIAL LIBRARY BOARD OF LIBRARY TRUSTEES HELD ON SATURDAY, JANUARY 11, 2020.

01.20.1 A joint meeting of the Arlington Heights Village Board and the Arlington Heights Memorial Library Board of Library Trustees was called to order in the Cardinal Room of the Arlington Heights Memorial Library on Saturday, January 11, 2020, at 8:30 a.m. by Board of Library Trustees President Greg Zyck.

PRESENT: Village Trustees Baldino, Canty, LaBedz, Padovani and Schwingbeck; Village President Hayes; Library Trustees Medal, Ruhl, Smart, Supplitt, Tangney, Thanopoulos and Zyck.

ABSENT: Village Trustees Rosenberg, Scaletta and Tinaglia.

ALSO PRESENT: Randy Recklaus, Village Manager; Michael Driskell, Library Executive Director; Shannon Distel, Library Deputy Director; Donna Ekl, Library Finance Director; Mary Hastings, Library Communications and Marketing Director; Janet Moravec, Library Business Office Administrator; Julie Doren, Business Office Assistant; Melissa Cayer, Resident; Keith Moens, Resident; Arlen Gould, Resident.

Introductory remarks by Board of Library Trustees President Zyck and Village President Hayes.

01.20.2 There was no **PUBLIC COMMENT**.

Village Trustee Scaletta joined the meeting at 8:33 a.m.

01.20.3 **LIBRARY BOARD'S TOPICS OF INTEREST** – Mr. Driskell presented information on the following:

Annual statistics

A few annual statistics about the library to give an idea of how the library is being used.

- 1 million visitors
- 2 million checkouts
- 3,000 programs
- 200,000 program attendees
- 1.2 million website visits

I Love My Librarian Award – 2019 Award Winner Maria Papanastassiou

The I Love My Librarian Award is given to ten librarians across the country. Kids' World assistant manager Maria Papanastassiou was one of about 2,000 nominees for the award. Recognized for her leadership in transforming lives through access to education,

Ms. Papanastassiou's efforts have helped position the library at the forefront of serving children who are differently abled. Her work, passion and dedication has helped families with diverse needs find a home at the library.

Website Changes

- Result of strategic plan
- Released early December 2019
- Redesign includes many new features for a better user experience that is more responsive and compatible with more mobile devices
- Better accessibility with the ability to increase or decrease the font size on the site, and an option to translate the site into over 100 different languages
- Better catalog search results
- Multiple filter selection capability
- Amazon style holds and lists
- Self-checkout option in the library with your mobile device
- New room booking feature for conference rooms
- Greater website security

Newsletter Changes

Ms. Hastings highlighted recent newsletter changes.

- A smaller, more portable size
- Full bleed cover image
- Detailed registration information
- A comprehensive table of contents
- More efficiently organized program listings
- New design allows more space for news (including upcoming makerspace programming and services)
- Reduced printing costs, while maintaining the same mailing rate

Makerspace Update

The future makerspace is located at 112 North Belmont Avenue, near Recreation Park at the corner of Belmont and Miner. The building housed the first standalone library in Arlington Heights. The makerspace will offer opportunities for hands-on experiential learning, with technology and creative equipment and supplies for use. Planned equipment offered includes laser cutters, 3D printers, embroidery, quilting and sewing machines, and computers for coding and programming small robots. A professional-grade commercial kitchen will also be included in the makerspace. The makerspace will allow entrepreneurs, small businesses, hobbyists and students to use equipment they may not have the resources or space to own. Williams Architects of Itasca is the architect for the library makerspace. The design phase is underway, with plans to finalize floor plans in early 2020. The first phase of construction involves work on the roof and HVAC system, followed by the interior renovations. The makerspace is expected to open in fall 2020.

There has been tremendous support from the Friends of the Arlington Heights Memorial Library and the Arlington Heights Memorial Library Foundation. The Foundation has

been extremely successful this year and has worked toward providing kitchen equipment. The Friends have committed to providing all of the equipment in the makerspace section of the building.

01.20.4 **VILLAGE BOARD’S TOPICS OF INTEREST** - Mr. Recklaus presented information on the following:

Village Strategic Priorities 2020-21

- Identify, Explore, and Enhance Revenue Sources while monitoring taxes
- Review and Update Affordable Housing Strategy and Regulations
- Continue Improving Building and Life Safety Processes and Procedures
- Increase Efficiencies throughout Village Processes and Procedures
- Enhance Business Development Efforts
- Explore new Sustainability Efforts
- Continue Infrastructure Improvement Efforts
- Review Impact of Changes to Cannabis Laws
- Find new way to Embrace Diversity within the Community and the Village Government

Upcoming Developments

- Projects approved or Underway
- Potential Future Developments

Building Department

- Over 18,000 Inspections performed annually
- \$171,000,000 in new construction value in 2018
- Series of departmental improvements being currently pursued

Building Department Improvements

- New Building Codes to be adopted
 - Updated technical manuals on “how to” construction issues, crowd sourced by the industry
 - Code hasn’t been updated since 2010
- Elimination of low value permits
- New Fee Structure
- Technology/Process Improvements
- Ongoing Customer Service Survey
- More proactive customer service/communication
- Great Outreach/Education

Other Village Process Improvements

- New Enterprise Resource Planning Software
- Arlington Alert
- E-Commerce
- Eliminating Unneeded Processes

- Digitization of Documents
- Better use of technology for law/code enforcement
- Parking Improvements

Planned Infrastructure Improvements

- Water Main Replacement Program
- Continued Stormwater Improvements
- Use of \$3.4 Million in Capital Bill Funds

Inclusiveness and Diversity Initiatives

- Age Friendly Initiative
- Regional Law Enforcement Minority Recruitment Effort
- Census Outreach Efforts
- Disability Accommodation Assessment

Joint Library-Village Efforts

- “Ask me anything” with the Village Nurse
- Quarterly Blood Pressure Screenings
- Resource Hour
- Upcoming Cannabis Presentation
- Possible use of the Bookmobile for Census Outreach
- Possible new “Village Manager’s Update” program

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

There being no further business to discuss, Village Trustee Scaletta moved **ADJOURNMENT**. Village Trustee Canty seconded. All were in favor and the meeting was adjourned at 9:50 a.m.

Carole Medal, Library Board Vice President/Secretary

Janet Moravec, Recorder