

MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON MONDAY, MARCH 19, 2018.

03.18.01 A regular meeting of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Board Room of the Arlington Heights Memorial Library on Monday, March 19, 2018, at 7:30 p.m. by President Debbie Smart.

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

Absent: Trustee Tangney.

Also present: Michael Driskell, Interim Executive Director; Shannon Distel, Director of Customer Services; Diane Schultz, Director of Human Resources; Kelly Spokas, Director of Finance; Mary Hastings, Communications and Marketing Manager; Richard Dworiansyn, Information Technology Manager; Lisa Bobis, Collection Services Manager; Janet Moravec, Business Office Administrator; Mike Dennehey, Friends of the Library; Brian Repsher, Friends of the Library.

03.18.03 There was no **PUBLIC COMMENT**.

03.18.04 Trustee Supplitt moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 20, 2018 (Action Item 1)**. Trustee Medal seconded. All were in favor and the minutes were approved as submitted.

03.18.05 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED FEBRUARY 28, 2018 (Item 2)** – Mr. Driskell reported \$1,149,843 in real estate revenue was received in February. Year to date, 19% of the annual budgeted revenue has been received. On an overall basis, total operating expenditures are trending \$132,537 over the year to date budget for the operating fund. Mr. Driskell highlighted departmental accounts of note from the Detail Budget Report.

03.18.06 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED FEBRUARY 28, 2018 (Action Item 3)** – Mr. Driskell provided information in response to board members' questions about individual expenditures.

Trustee Zyck moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE CHECK REGISTER DATED FEBRUARY 28, 2018, IN THE AMOUNT OF \$1,071,124.77**. Trustee Brody Garkisch seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Brody Garkisch, Medal, Supplitt, Thanopoulos, Zyck, and Smart. Nay: none. The motion carried.

03.18.07 **EXECUTIVE DIRECTOR'S REPORT** – Mr. Driskell highlighted the name change of the Digital Services service point to Tech Learning Center; new Collection Services Manager Lisa Bobis; 200 attendees at the Spring Tech Fair featuring virtual reality,

audio gadgetry, video production, STEM kits and robotics; 185 attendees at the In the Name of Love: An Evening of Storytelling for Adults event; and 403 attendees and 26 exhibitors participated in the 6th Annual Teen Job Fair delivered in conjunction with the Village of Arlington Heights Youth Commission.

03.18.08 **UNFINISHED BUSINESS**

- **REVIEW OF COMMITTEE OF THE WHOLE SCHEDULE (Action Item 4)** – The board discussed the current Committee of the Whole schedule in relation to the regular monthly board meetings. The board is considering moving the Committee of the Whole meeting from the last Monday of the month to the first Monday of the month.

03.18.09 **NEW BUSINESS**

- **UPDATE ON SYSTEMS OUTAGE (Item 5)** – Staff provided an update on the restoration efforts and a summary of the protections put in place following the February systems outage.

- **AUTHORIZATION TO PURCHASE HYPER-CONVERGED SERVER SYSTEM (Action Item 6)** – As part of the library’s server replacement plan, staff have budgeted to move to a hyper-converged server infrastructure. The hyper-converged server system would condense four host servers and storage system into one internally redundant system making the system faster and more efficient.

Trustee Zyck moved **THE BOARD OF LIBRARY TRUSTEES AUTHORIZES THE PURCHASE OF A HYPER-CONVERGED SERVER SYSTEM FOR A TOTAL COST NOT TO EXCEED \$116,000, CONTINGENT ON ATTORNEY APPROVAL OF THE AGREEMENT.** Trustee Brody Garkisch seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Brody Garkisch, Medal, Supplitt, Thanopoulos, Zyck, and Smart. Nay: none. The motion carried.

03.18.10 **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – President Smart thanked Mr. Dennehey for his support and dedication in leading the Friends of the Library. Mr. Dennehey introduced Brian Repsher who is on the slate of officers as president in the Friends upcoming election.

03.18.11 **OTHER**

- President Smart gave an update on the Arlington Heights Memorial Library Foundation Exploratory Committee.

- Mr. Driskell explained that money has been budgeted in 2018 for laptops for board members. He presented a sample laptop for consideration by the board to gauge their interest in using library laptops for board business.

03.18.12 Trustee Brody Garkisch moved **THE BOARD OF LIBRARY TRUSTEES ADJOURNS TO CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) FOR THE PURPOSE OF DISCUSSING EMPLOYEE APPOINTMENTS; AND (5) TO DISCUSS CONTRACTUAL PROPERTY.** Trustee Zyck seconded. All were in favor and the motion carried. The board went into closed session at 8:20 p.m.

The board returned to open session at 8:58 p.m.

Trustee Zyck moved **APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF MARCH 19, 2018.** Trustee Thanopoulos 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 Thanopoulos moved **ADJOURNMENT.** Trustee Medal seconded. All were in favor and the meeting was adjourned at 9:06 p.m.

Joan Brody Garkisch, Vice President/Secretary

Janet Moravec, Recorder