

BOARD OF LIBRARY TRUSTEES

COMMITTEE OF THE WHOLE

02.20.01 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, February 3, 2020, in the Richard Frisbie Board Room of the Arlington Heights Memorial Library.

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

Absent: Trustees Ruhl and Supplitt.

Also present: Mike Driskell, Executive Director; Shannon Distel, Deputy Director; Mary Hastings, Director of Communications and Marketing; Donna Ekl, Director of Finance; Lisa Haack, Human Resources Manager; Janet Moravec, Business Office Administrator; Lauree Harp, Arlington Heights Memorial Library Foundation.

02.20.02 There was no **PUBLIC COMMENT**.

02.20.03 **HUMAN RESOURCES STAFF PRESENTATION (Item 1)** – Human Resources staff gave a presentation on the updated evaluation process and upcoming staff satisfaction survey.

02.20.04 **HUMAN RESOURCE POLICY – UNLAWFUL HARASSMENT (Item 2)** – The committee reviewed and discussed proposed revisions to Human Resources Policy - Unlawful Harassment in response to the recently released workplace transparency act and other legislation.

02.20.05 **POLICY 1.107 LEGAL CONSULTATION (Item 3)** – The committee reviewed and discussed proposed revisions to Policy 1.107 Legal Consultation in response to the recently released workplace transparency act and other legislation.

02.20.06 **PERSONAL PROPERTY REPLACEMENT TAX (Item 4)** – Staff presented potential changes in the collection of the Person Property Replacement Tax. President Zyck requested any comments or questions be sent to both himself and Executive Director Mike Driskell before the February Board meeting.

02.20.07 **OTHER**

- Ms. Harp, Chair of the Arlington Heights Memorial Library Foundation, provided an update on the progress of the foundation.

(Action Item 3)

There being no further business to be discussed, Trustee Thanopoulos moved **ADJOURNMENT**. Trustee Tangney seconded. All were in favor and the meeting was adjourned at 8:12 p.m.

Janet Moravec, Recorder