

BOARD OF LIBRARY TRUSTEES

COMMITTEE OF THE WHOLE

09.20.01 A meeting of the Committee of the Whole of the Board of Library Trustees of the Arlington Heights Memorial Library **CONVENED** at 7:00 p.m. on Monday, September 21, 2020, in the Hendrickson Room of the Arlington Heights Memorial Library.

Upon **ROLL CALL**, the following answered Present: Trustees Ruhl, Smart, Supplitt and Zyck. Trustee Tangney participated in the meeting via Zoom.

Absent: Trustee Medal.

Also present: Michael Driskell, Executive Director; Shannon Distel, Deputy Director; Donna Ekl, Director of Finance; Mary Hastings, Director of Communications and Marketing; Shannon Meyer, Circulation Services Manager; Janet Moravec, Business Office Administrator.

09.20.02 There was no **PUBLIC COMMENT**.

09.20.03 **ELIMINATION OF FINE COLLECTION (Item 1)** – President Zyck invited Ms. Meyer to join the table. Ms. Meyer presented an outline of the benefits and costs of eliminating overdue fine collection, with the option of piloting a temporary policy to analyze the financial, circulation and customer impact of a fine-free policy. Further information and discussion regarding implementation, communication and policy will be provided at subsequent meetings.

09.20.04 **REVIEW OF THE 2021 BUDGET (Item 2)** - President Zyck invited Ms. Ekl to join the table. Ms. Ekl presented a second draft of the 2021 budget that includes one minor change from the first draft with a \$2,200 transfer from the administration travel and training budget to the programs budget to help fund closed captioning for virtual programs. After discussion, the committee requested revenue from Personal Property Replacement Tax be included in the 2020 budget projections. Ms. Ekl also reviewed a draft of the budget narrative that will be included in the Village of Arlington Heights' budget book.

09.20.05 **LONG RANGE FISCAL PLAN (Item 3)** - Ms. Ekl presented two long range fiscal plans. The first plan proposes a 0% tax levy increase over the 2019 extended levy by Cook County and the second plan proposes a 1% increase. The committee discussed the tax levy options and the elimination of overdue fine collection and its impact on the long range fiscal plan.

09.20.06 **OTHER**

- **POSSIBLE JOINT MEETING WITH PARK DISTRICT BOARD** - The committee discussed attending a joint meeting with the Park District Board of Commissioners.
- The committee discussed employee paid leave rights related to COVID-19.

There being no further business to be discussed, Trustee Smart moved **ADJOURNMENT**. Trustee Ruhl seconded. All were in favor and the meeting was adjourned at 8:01 p.m.

Janet Moravec, Recorder