

**BOARD OF LIBRARY TRUSTEES**

**COMMITTEE OF THE WHOLE**

04.21.01 A meeting of the Committee of the Whole of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Hendrickson Room of the Arlington Heights Memorial Library on Monday, April 5, 2021, at 7:03 p.m. by President Greg Zyck.

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

Absent: None

Also present: Michael Driskell, Executive Director; Shannon Distel, Deputy Director; Mary Hastings, Director of Communications and Marketing; Donna Ekl, Director of Finance; Janet Moravec, Business Office Administrator; Jennifer Borrell, Resident.

- 04.21.02 **PUBLIC COMMENT** – Jennifer Borrell suggested equity, diversity and inclusion training for library staff.
- 04.21.03 **EXTENSION OF TEMPORARY POLICY DUE TO COVID-19** (Item 1) - The committee reviewed and discussed the extension of temporary changes to existing library and human resource policies to make accommodations for modifications in services related to COVID-19.
- 04.21.04 **PROPOSED REVISIONS TO POLICY 7.004 MEETING ROOMS – PUBLIC USE** (Item 2) - The committee reviewed and discussed proposed revisions to Policy 7.004 Meeting Rooms – Public Use. After discussion, staff will incorporate suggested revisions from the committee and a revised policy will be brought to the May Committee of the Whole meeting for further discussion.
- 04.21.05 **CONFERENCE ROOM AND DIGITAL MEDIA LAB POLICY** (Item 3) - The committee reviewed and discussed a new, proposed policy Conference Room and Digital Media Lab. After discussion, staff will incorporate suggested revisions from the committee and an updated policy will be brought to the May Committee of the Whole meeting for further discussion.
- 04.21.06 **MAKERSPACE POLICY** (Item 4) - The committee reviewed and discussed a new, proposed Makerspace policy. After discussion, staff will incorporate suggested revisions from the committee and an updated policy will be brought to the May Committee of the Whole meeting for further discussion.

04.21.07 **MILLER-PICKING UNIT REPLACEMENT** (Item 5) - Staff provided an update on the HVAC replacement project. Due to a change in the design of the original Aeon unit recommended, the best alternative is to look at a custom unit. The project will be put out to public bid with the updated specifications on April 7.

04.21.08 **DATA AND STATISTICS REPORTING** (Item 6) - The committee reviewed and discussed a new reporting format of statistics and performance indicators.

04.21.09 **CULTURE OF INCLUSION** (Item 7) - The committee discussed equity, diversity, and inclusion and reviewed a statement of support for Asian American and Pacific Islander communities.

04.21.10 **OTHER**

- **AMERICAN LIBRARY ASSOCIATION ANNUAL CONFERENCE & EXHIBITION, JUNE 23-29, 2021** – The American Library Association Annual Conference & Exhibition will be held virtual, June 23-29

- Supervisors are scheduled to participate in equity, diversity and inclusion training April 7.

There being no further business to be discussed, Trustee Medal moved **ADJOURNMENT**. Trustee Tangney seconded. All were in favor and the meeting was adjourned at 8:17 p.m.

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Janet Moravec, Recorder