

BOARD OF LIBRARY TRUSTEES

COMMITTEE OF THE WHOLE

05.21.01 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 Cardinal Room of the Arlington Heights Memorial Library on Monday, May 3, 2021, at 7:00 p.m. by President Greg Zyck.

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

Absent: Trustee Smart

Also present: Michael Driskell, Executive Director; Shannon Distel, Deputy Director; Donna Ekl, Director of Finance; Jolie Duncan, Info Services Manager; Chris Kreuger, Makerspace Branch Assistant Manager; Janet Moravec, Business Office Administrator; Sarah Galla, Resident; Amy Somary, Resident. Mary Hastings, Director of Communications and Marketing participated in the meeting via Zoom.

05.21.02 **PUBLIC COMMENT** – Melissa Cayer submitted a comment on the role of the library in relation to the Village of Arlington Heights joint review board meetings.

05.21.03 **PROPOSED REVISIONS TO POLICY 7.004 MEETING ROOMS – PUBLIC USE** (Item 1) - 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 board meeting.

05.21.04 **CONFERENCE ROOM AND DIGITAL MEDIA LAB POLICY** (Item 2) - 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 board meeting.

05.21.05 **MAKERSPACE AND KITCHEN WAIVERS AND POLICIES** (Item 3) - The committee reviewed and discussed new, proposed policies, waivers and release forms for the makerspace and kitchen. After discussion, staff will incorporate suggested revisions from the committee and updated policies will be brought to the May board meeting.

05.21.06 **2022 BUDGET TIMETABLE** (Item 4) – The committee reviewed and discussed the 2022 budget timetable.

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

There being no further business to be discussed, Trustee Medal moved **ADJOURNMENT**. Trustee Ruhl seconded. All were in favor and the meeting was adjourned at 7:52 p.m.

Janet Moravec, Recorder