

MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON TUESDAY, AUGUST 17, 2021.

08.21.01 A regular meeting 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 Tuesday, August 17, 2021, at 7:00 p.m. by President Greg Zyck.

08.21.02 Upon **ROLL CALL**, the following answered Present: Trustee Galla, Medal, Ruhl, Smart, Somary, Supplitt and Zyck.

Absent: None

Also present: Michael Driskell, Executive Director; Shannon Distel, Deputy Director; Donna Ekl, Director of Finance; Patricia Dantis, Youth Services Manager; Maria Papanastassiou, Youth Services Assistant Manager; Elizabeth Ludemann, Info Services Supervisor; Megan Young, Programs and Exhibits Supervisor; Alice Son, Teen Services Supervisor; Lynne Priest, Youth Services Supervisor; Julie Doren, Business Office Assistant; Natalie Clemens, Williams Architects; Melissa Cayer, Resident. Mary Hastings, Director of Communications and Marketing, participated in the meeting via Zoom.

08.21.03 **PUBLIC COMMENT** – Melissa Cayer requested the library use the same agenda software system as the Village of Arlington Heights.

08.21.04 **LIAISON REPORTS**

- **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Michael Driskell reported the Friends generously approved \$3,575 for the bike rack replacement for the Makerplace that includes a public tool kit for bike repair. The Friends' fourth market sale of the year brought in a record \$5,503.45. The next market sale is scheduled for Saturday, September 25.

- **ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION** – Michael Driskell reported there was no report from the Foundation.

08.21.05 Trustee Somary moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF JULY 21, 2021 (Action Item 1)**. Trustee Smart seconded. All were in favor and the minutes were approved as submitted.

08.21.06 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED JULY 31, 2021 (Item 2)** – Donna Ekl reported the library received personal property replacement taxes (PPRT) in the amount of \$30,023.50. With 58% of the fiscal year lapsed, 51% of the unaudited annual operating budget has been expensed. 36% of the total annual capital budget has been expensed.

- 08.21.07 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED JULY 31, 2021 (Action Item 3)** – Donna Ekl provided information in response to trustees’ questions about individual expenditures. On behalf of the board, President Zyck thanked Donna for her dedicated work at the library and wished her well in her future endeavors.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES ACCEPTS THE CHECK REGISTER FOR THE ARLINGTON HEIGHTS MEMORIAL LIBRARY OF JULY 31, 2021, IN THE AMOUNT OF \$1,406,772.61.** Trustee Ruhl seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Medal, Ruhl, Smart, Somary, Supplitt and Zyck. Nay: none. The motion carried.

- 08.21.08 **EXECUTIVE DIRECTOR’S REPORT** – The executive director highlighted the July 2021 Director’s Report. The report included a focus on the youth services department spaces, programming, collection and outreach by Youth Services Manager Trixie Dantis and Youth Services Assistant Manager Maria Papanastassiou.

08.21.09 **OLD BUSINESS**

MAKERPLACE UPDATE (Item 4) – Natalie Clemens from Williams Architects presented an update on the progress of the Makerplace at 112 North Belmont Avenue. Michael Driskell announced the Makerplace grand opening is scheduled for Sunday, September 19.

08.21.10 **NEW BUSINESS**

STAFF PRESENTATION ON 2021 ONE BOOK, ONE VILLAGE PROMOTIONAL PLAN AND RELATED PROGRAMMING (Item 5) – Programs and Exhibits Supervisor Megan Young and Info Services Supervisor Elizabeth Ludemann gave a presentation on the 2021 One Book, One Village title *Braiding Sweetgrass* by Robin Wall Kimmerer and related programming. A virtual visit by the author is scheduled for Thursday, October 21.

08.21.11 **OTHER**

– **2021 ILLINOIS LIBRARY ASSOCIATION ANNUAL CONFERENCE OCTOBER 12-14, 2021** – The Illinois Library Association Annual Conference will be virtual October 12-14.

– President Zyck expressed condolences to the family of local resident and author Margery Frisbie. The Board of Library Trustees recognizes and honors her contributions to the Arlington Heights Memorial Library and the Arlington Heights community.

There being no further business to discuss, Trustee Smart moved **ADJOURNMENT**. Trustee Somary seconded. All were in favor and the meeting was adjourned at 8:16 p.m.

Carole Medal, Vice President/Secretary

Julie Doren, Recorder