

BOARD OF LIBRARY TRUSTEES

COMMITTEE OF THE WHOLE

11.21.01 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, November 1, 2021, at 7:00 p.m. by President Greg Zyck.

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

Absent: Trustee Ruhl

Also present: Michael Driskell, Executive Director; Jennifer Czajka, Programs & Exhibits Manager; Patricia Dantis, Youth Services Manager; Janet Moravec, Business Office Administrator. Mary Hastings, Director of Communications and Marketing, participated in the meeting via Zoom.

Trustee Ruhl joined the meeting at 7:01 p.m.

11.21.02 There was no **PUBLIC COMMENT**.

11.21.03 **ILLINOIS LIBRARIES PRESENT** (Item 1) – The committee discussed entering into an intergovernmental agreement (IGA) with Illinois Libraries Present for the purpose of providing continued, high-quality virtual events to the Arlington Heights community. The committee requested details of the fiduciary agreement with Northbrook Public Library and attorney review of the IGA.

11.21.04 **REVISIONS TO POLICY 6.001 OUTREACH SERVICES** (Item 2) – The committee reviewed and discussed proposed revisions to Policy 6.001 Outreach Services. Staff recommend providing outreach services for entities outside of Village boundaries at the discretion of the executive director.

11.21.05 **ILLINOIS PUBLIC LIBRARY PER CAPITA GRANT REQUIREMENTS** (Item 3) – As part of the FY2022 Illinois Public Library Per Capita Grant requirements, the committee will review the entirety of *Serving Our Public 4.0: Standards for Illinois Public Libraries, 2019*.

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

11.21.07 Trustee Supplitt moved **THE COMMITTEE OF THE WHOLE ADJOURNS TO CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) FOR THE PURPOSE OF DISCUSSING PERSONNEL ISSUES.** Trustee Ruhl seconded. All were in favor and the committee went into closed session at 8:04 p.m.

The committee returned to open session at 8:50 p.m.

An employee engagement survey administered by a third party is included in the 2022 budget and will be conducted in the first quarter of 2022, preferably in January.

Trustee Somary moved **APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF NOVEMBER 1, 2021.** Trustee Galla seconded. All were in favor and the motion carried. The written minutes and audio recording were sealed until further action by the board.

There being no further business to be discussed, Trustee Smart moved **ADJOURNMENT.** Trustee Supplitt seconded. All were in favor and the meeting was adjourned at 8:52 p.m.

Janet Moravec, Recorder