

BOARD OF LIBRARY TRUSTEES

COMMITTEE OF THE WHOLE

02.22.01 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, February 7, 2022, at 7:00 p.m. by President Greg Zyck.

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

Absent: Trustees Ruhl and Supplitt

Also present: Michael Driskell, Executive Director; 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.

02.22.02 There was no **PUBLIC COMMENT**.

02.22.03 **2022 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT FOR 2021** (Item 1) – Michael Driskell presented the library’s 2022 Illinois Public Library Annual Report for 2021 to be filed with the Secretary of State’s office.

02.22.04 **INTERGOVERNMENTAL AGREEMENT FOR LIBRARY SERVICES** (Item 2) – The committee reviewed and discussed expanding educator library card services by entering into intergovernmental agreements with K-12 schools within the incorporated boundaries of the Village of Arlington Heights for the purpose of equitably offering library cards to educators who support students at Arlington Heights schools. The committee was in favor of expanding educator library card services.

02.22.05 **CONSTRUCTION MANAGEMENT SERVICES FOR KIDS’ WORLD REFRESH** (Item 3) – The committee discussed engaging the services of Shales McNutt Construction to provide construction management services for the Kids’ World Refresh. The committee was in favor of engaging Shales McNutt Construction for construction management services for the project.

02.22.06 **PROPOSAL TO UTILIZE EXECUTIVE SEARCH FIRM FOR DIRECTOR OF CUSTOMER SERVICE POSITION** (Item 4) – Michael Driskell presented a proposal to engage with an executive search firm for the director of customer service position. The committee requested a comparison of posting for a director of customer service versus a deputy director position.

02.22.07 **OTHER**

- Michael Driskell informed trustees work has begun on the annual audit and trustees should expect to receive communication from Sikich in the next couple of weeks.

02.22.08 Trustee Somary moved **THE COMMITTEE OF THE WHOLE ADJOURN TO CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) FOR THE PURPOSE OF DISCUSSING PERSONNEL ISSUES.** Trustee Smart seconded. All were in favor and the committee went into closed session at 7:32 p.m.

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

Trustee Somary moved **APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF FEBRUARY 7, 2022.** 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 Ruhl moved **ADJOURNMENT.** Trustee Somary seconded. All were in favor and the meeting was adjourned at 8:52 p.m.

Janet Moravec, Recorder