

**BOARD OF LIBRARY TRUSTEES**

**COMMITTEE OF THE WHOLE**

- 11.22.01 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 Richard Frisbie Board Room of the Arlington Heights Memorial Library on Monday, November 7, 2022, at 7:00 p.m. by President Greg Zyck.

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

Absent: Trustees Borrell, Medal and Ruhl

Also present: Michael Driskell, Executive Director; Dana Revilla, Deputy Director; Lisa Haack, Human Resource Manager; Janet Moravec, Executive Administrative Assistant; and Stacey A. Kelly, Resident. Mary Hastings, Director of Communications and Marketing participated in the meeting via Zoom.

- 11.22.02 There was no **PUBLIC COMMENT**.
- 11.22.03 **REVISIONS TO HUMAN RESOURCE POLICY - HOLIDAYS** (Item 1) – President Zyck invited Human Resource Manager Lisa Haack to join the table. Ms. Haack presented proposed revisions to human resource policy – Holidays for the committee to consider providing paid holidays to part-time benefited employees.
- 11.22.04 **NEW HUMAN RESOURCE POLICY – PARENTAL LEAVE** (Item 2) – Staff presented a new human resource policy – Paid Parental Leave for the committee to consider providing paid parental leave to full-time and part-time benefited employees. The committee requested staff investigate offering paid caregiver leave as well.
- 11.22.05 **REVISIONS TO POLICY 1.101 RULES OF THE BOARD OF LIBRARY TRUSTEES** (Item 3) – At the board’s direction, staff presented proposed revisions to Policy 1.101 Rules of the Board of Library Trustees to add the Pledge of Allegiance to the order of business.
- 11.22.06 **ILLINOIS PUBLIC LIBRARY PER CAPITA GRANT REQUIREMENTS** (Item 4) – As part of the FY2023 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*.
- 11.22.07 **POLICY 7.007 USE OF FLAGS ON LIBRARY PROPERTY DISCUSSION** (Item 5) – The committee discussed Policy 7.007 Use of Flags on Library Property, with the

consideration of acknowledgement through resolution. The committee discussed adding structure to the process of identifying flags and causes acknowledged by the board.

11.22.08 **OTHER**

- Michael Driskell updated the board on the strategic plan survey and as of November 2 we have received 3,667 responses from the public with a mix of users and non-users, which is fantastic. The community is very invested in their library.

There being no further business to be discussed, Trustee Supplitt moved **ADJOURNMENT**. Trustee Somary seconded. All were in favor and the meeting was adjourned at 7:54 p.m.

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Janet Moravec, Recorder