

**BOARD OF LIBRARY TRUSTEES**

**COMMITTEE OF THE WHOLE**

- 11.23.01 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 Makerplace of the Arlington Heights Memorial Library on Monday, November 6, 2023, at 7:00 p.m. by President Amy Somary.

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

Absent: Trustee Ruhl

Also present: Michael Driskell, Executive Director; Dana Revilla, Deputy Director; April Harder, Interim Director of Communications and Marketing; Lisa Haack, Human Resources Manager; Diane Marshbank Murphy, Digital Services Manager; Chris Krueger, Makerplace Branch Assistant Manager; Larry Krenos, Security Officer; Janet Moravec, Executive Administrative Assistant; and Teresa Katsogianos, Administrative Assistant.

- 11.23.02 President Somary led the **PLEDGE OF ALLEGIANCE**.

- 11.23.03 There was no **PUBLIC COMMENT**.

Trustee Ruhl joined and participated in the meeting via Zoom due to unexpected childcare obligations at 7:03 p.m.

- 11.23.04 **REVIEW OF THE ADDITION OF A NEW HUMAN RESOURCE POLICY – PAID LEAVE FOR ALL WORKERS (Item 1)** – President Somary invited Human Resources Manager Lisa Haack to join the table. Ms. Haack presented a draft of a new human resource policy, Paid Leave for All Workers, pursuant to Illinois’ Paid Leave for All Workers Act.

- 11.23.05 **REVIEW OF PROPOSED REVISIONS TO POLICY 3.001 MATERIALS SELECTION (Item 2)** – Executive Director Michael Driskell presented proposed revisions to Policy 3.001 Materials Selection to update language to include the adoption of the American Library Association’s Library Bill of Rights to fulfill legislation that will go into effect on January 1, 2024.

- 11.23.06 **MAKERPLACE REPORT (Item 3)** – President Somary invited Digital Services Manager Diane Marshbank Murphy to join the table. Ms. Murphy provided an update on service and strategy at the library’s makerspace, including changes made to accommodate the needs of the community and future considerations.

11.23.07 **KIDS’ WORLD REFRESH PROJECT UPDATE (Item 4)** – Mr. Driskell provided an update on the Kids’ World refresh project, including project progress and timeline.

11.23.08 **ILLINOIS PUBLIC LIBRARY PER CAPITA GRANT REQUIREMENTS (Item 5)** – As part of the FY2024 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*.

11.23.09 **OTHER**

- ARLINGTON HEIGHTS VILLAGE BOARD JOINT MEETING – SATURDAY, JANUARY 13, 8:30 A.M.

- Treasurer Galla will be presenting the library’s budget to the Arlington Heights Village Board on Monday November 13.

- President Somary acknowledged the passing of former library trustee Norval Stephens.

11.23.10 Trustee Zyck moved **THE COMMITTEE OF THE WHOLE ADJOURN TO CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) TO REVIEW EXECUTIVE DIRECTOR’S PERFORMANCE GOALS.** Trustee Borrell seconded. All were in favor and the committee went into closed session at 8:21 p.m.

The committee returned to open session at 9:15 p.m.

There being no further business to be discussed, Trustee Galla moved **ADJOURNMENT.** Trustee Kelly seconded. All were in favor and the meeting was adjourned at 9:17 p.m.

---

Teresa Katsogianos, Recorder