

MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON TUESDAY, NOVEMBER 19, 2024.

11.24.01 A regular meeting 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 Tuesday, November 19, 2024, at 7:02 p.m. by President Amy Somary.

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

Absent: Trustees Borrell, Galla and Kelly

Also present: Dana Revilla, Deputy Director; Sasha Vasilic, Director of Communications and Marketing; Traci Sara, Finance Manager; Chuck Cutinello, Maintenance Technician; Teresa Katsogianos, Administrative Assistant; and Janet Moravec, Executive Administrative Assistant.

President Somary commented that in Executive Director Mike Driskell's absence, Deputy Director Dana Revilla will be reporting for the administrative team.

11.24.03 President Somary led the **PLEDGE OF ALLEGIANCE**.

11.24.04 There was no **PUBLIC COMMENT**.

11.24.05 **LIAISON REPORTS**

- **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Deputy Director Dana Revilla reported there was no report from the Friends.

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

11.24.06 Trustee Zyck moved **APPROVAL OF THE MINUTES OF THE JOINT MEETING OF THE ARLINGTON HEIGHTS PARK DISTRICT BOARD OF COMMISSIONERS AND THE BOARD OF LIBRARY TRUSTEES OF OCTOBER 5, 2024 (Action Item 1)**. Trustee Medal seconded. All were in favor and the minutes were approved as submitted.

11.24.07 Trustee Zyck moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 15, 2024 (Action Item 2)**. Trustee Ruhl seconded. All were in favor and the minutes were approved as submitted.

11.24.08 Trustee Zyck moved **APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 4, 2024 (Action Item 3)**. Trustee Medal seconded. All were in favor and the minutes were approved as submitted.

11.24.09 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED OCTOBER 31, 2024 (Item 4)** – Ms. Revilla reported the library’s real estate tax revenue totaled \$215,301.53 for the month of October. The library received personal property replacement taxes (PPRT) in the amount of \$28,182.41. The library received \$28,105.12 in interest income in October. With 83% of the fiscal year lapsed, 77% of the unaudited annual operating budget has been expensed and 51% of the total annual capital budget has been expensed.

11.24.10 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED OCTOBER 31, 2024 (Action Item 5)** – Ms. Revilla provided information in response to trustees’ questions regarding individual expenditures.

Trustee Zyck moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE ACCOUNTS PAYABLE CHECK REGISTER FOR THE ARLINGTON HEIGHTS MEMORIAL LIBRARY OF OCTOBER 31, 2024, IN THE AMOUNT OF \$1,723,409.47**. Trustee Ruhl seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Medal, Ruhl, Zyck and Somary. Nay: none. The motion carried.

11.24.11 **EXECUTIVE DIRECTOR’S REPORT** – Ms. Revilla highlighted the November 2024 Director’s Report.

11.24.12 There was no **OLD BUSINESS** to be discussed.

11.24.13 There was no **NEW BUSINESS** to be discussed.

11.24.14 **ITEM(S) FROM CLOSED SESSION FOR ACTION**

President Somary moved **APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 4, 2024**. Trustee Zyck seconded. All were in favor and the motion carried. The written minutes were sealed until further action by the board.

11.24.15 **OTHER**

- President Somary shared that she attended a Foundation meeting where they were focusing on creative fundraiser ideas for the library’s next bookmobile purchase.

- President Somary commented that Trustees Ruhl and Zyck would be leaving the library board in April. Five community members have expressed interest in the two positions and will be running for election in the spring.

- Ms. Revilla reported on the Makerplace pilot of offering additional hours on Fridays, June 7-September 20.

There being no further business to discuss, Trustee Medal moved **ADJOURNMENT**. Trustee Ruhl seconded. All were in favor and the meeting was adjourned at 7:39 p.m.

Andi Ruhl, Vice President/Secretary

Janet Moravec, Recorder