

**BOARD OF LIBRARY TRUSTEES**

**COMMITTEE OF THE WHOLE**

06.24.01 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, June 3, 2024, at 7:00 p.m. by President Amy Somary.

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

Absent: Trustees Galla and Ruhl

Also present: Michael Driskell, Executive Director; Dana Revilla, Deputy Director; Sasha Vasilic, Director of Communications and Marketing; Traci Sara, Finance Manager; Teresa Katsogianos Administrative Assistant; Casey Stannis, Business Office Student Intern and Janet Moravec, Executive Administrative Assistant.

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

06.24.03 There was no **PUBLIC COMMENT**

Trustee Ruhl joined the meeting at 7:03 p.m.

06.24.04 **INTERNET CONTENT FILTER (Item 1)** – Executive Director Michael Driskell presented a proposal to purchase an internet content filter to be compliant with recent changes to Policy 6.003 Internet Access. The proposed filter is the Barracuda Web Security Gateway firewall. The cost of this new filter, \$11,565, exceeds the \$10,000 authority threshold of the executive director. The committee discussed and considered this unbudgeted expense for 2024.

06.24.05 **LIBRARY VEHICLE PURCHASE (Item 2)** – Mr. Driskell provided information for the proposed purchase of a 2024 Chrysler Pacifica, a seven-passenger minivan, to be used for additional outreach opportunities throughout the village. The proposed vehicle has a larger cargo capacity and seating for more staff than the library's current vehicle.

06.24.06 **BOOKMOBILE CONSULTANT SERVICES (Item 3)** – Mr. Driskell presented a proposal for design consultant services from Specialty Vehicle Services (SVS) to aid in the purchase of a new bookmobile. The cost for this service totals \$23,900.

06.24.07 **2025 BUDGET TIMETABLE (Item 4)** – President Somary invited Traci Sara, Finance Manager to join the table. The committee reviewed and discussed the timetable for the budget preparations for 2025.

06.24.08 **2025 BUDGET TARGETS (Item 5)** – Ms. Sara presented and reviewed the targets that will be used in the development of the 2025 budget.

06.24.09 **REVIEW ISSUANCE OF NONRESIDENT LIBRARY CARDS AND NONRESIDENT CARD FEE (Item 6)** – The committee reviewed its commitment to continue to offer a nonresident fee card option under Public Act 92-0166 and reviewed the nonresident card fee for the upcoming year.

06.24.10 **OTHER**

-President Somary remarked on the success of the Introduction to Pickleball event that was held in partnership with the Arlington Heights Park District.

06.24.11 Trustee Zyck moved **THE COMMITTEE OF THE WHOLE ADJOURN TO CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/3 (C) (1) TO REVIEW EXECUTIVE DIRECTOR’S PERFORMANCE GOALS AND (11) TO DISCUSS PROBABLE LITIGATION.** Trustee Borell seconded. All were in favor and the committee went into closed session at 8:00 p.m.

The committee returned to open session at 8:47 p.m.

- Trustee Ruhl commented on a recent visit to the Marketplace and her use of the space. Mr. Driskell reminded the board of the upcoming pilot of summer hours on Fridays from 9 a.m.-1p.m., June 7-September 20.

There being no further business to be discussed, Trustee Zyck moved **ADJOURNMENT.** Trustee Ruhl seconded. All were in favor and the meeting was adjourned at 8:51 p.m.

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Janet Moravec, Recorder