

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON TUESDAY, SEPTEMBER 16, 2025.**

09.25.01 A regular meeting 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 Tuesday, September 16, 2025, at 7:00 p.m. by President Amy Somary.

09.25.02 Upon **ROLL CALL**, the following answered Present: Trustees Borrell, Galla, McClaney, Medal, Watts and Somary.

Absent: Trustee Kelly

Also present: Michael Driskell, Executive Director; Dana Revilla, Deputy Director; Sasha Vasilic, Communications and Marketing Director; Traci Sara, Finance Manager; Alice Son, Youth Services Senior Supervisor; Trixie Dantis, Youth Services Manager; Natalie Baddour, Collection Librarian; Lena Bulakh, Processing Supervisor; Somya Goswami, Acquisitions Assistant; Arathi Jaishankar, Cataloging Assistant; Sandy Kaempfen, Processing Assistant; Lisa Bobis, Collection Services Manager; Marie Szymanek, Acquisitions Supervisor; Gosia Bylinska, Cataloging Supervisor; Megan Maier, Administrative Assistant; Janet Moravec, Executive Administrative Assistant; Brian Repsher, Friends of the Library Board President; and Bob Kapicka, Resident.

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

09.25.04 **PUBLIC COMMENT** - Resident Bob Kapicka spoke to the board expressing concerns about the new bookmobile, specifically regarding the decision to use a diesel engine and its potential impact on pollution and public health. Mr. Kapicka reminded the board of his previous email sent to the board and the executive director expressing his concern of the purchase of a vehicle that would have a diesel engine opposed to an electric drivetrain.

09.25.05 **LIAISON REPORTS**

- **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Friends of the Library Board President Brian Repsher provided an update on the successful August sale, noting that the proceeds are intended to help fund the purchase of the new bookmobile. He also noted the next Friends of the Library sale scheduled for November 8 and 9. Brian expressed gratitude to the IT, facilities and staff teams for their support in making the sale a success.

- **ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION** – Executive Director Mike Driskell reported were no updates from the Foundation.

09.25.06 Trustee Watts moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 19, 2025 (Action Item 1)**. Trustee Galla seconded. All were in favor and the minutes were approved as submitted.

09.25.07 Trustee Watts moved **APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF SEPTEMBER 8, 2025 (Action Item 2)**. Trustee McClaney seconded. All were in favor and the minutes were approved as submitted.

09.25.08 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED AUGUST 31, 2025 (Item 3)** – Mr. Driskell reported the library’s real estate tax revenue totaled \$82,550.17 for the month of August. The library received personal property replacement taxes (PPRT) in the amount of \$4,335.27 in August. August interest income was \$14,083.90. With 67% of the fiscal year lapsed, 63% of the unaudited annual operating budget has been expensed and 32% of the total annual capital budget has been expensed.

09.25.09 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED AUGUST 31, 2025 (Action Item 4)** – Mr. Driskell provided information in response to trustees’ questions regarding individual expenditures.

Trustee Galla moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE ACCOUNTS PAYABLE CHECK REGISTER FOR THE ARLINGTON HEIGHTS MEMORIAL LIBRARY OF AUGUST 31, 2025, IN THE AMOUNT OF \$1,529,123.97**. Trustee Watts seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Borrell, Galla, McClaney, Medal, Watts and Somary. Nay: none. The motion carried.

09.25.10 **EXECUTIVE DIRECTOR’S REPORT** – The executive director highlighted the September 2025 Director’s Report.

- **STAFF PRESENTATION ON YOUTH OUTREACH SERVICES** – Youth Services Senior Supervisor Alice Son provided an overview of outreach services developed for youth and their families.

- **STAFF PRESENTATION FROM COLLECTION SERVICES** – Collection Services staff presented ‘Spell-binding’ a walkthrough of the complete process for adding an item to the library’s collection.

09.25.11 **OLD BUSINESS**

- **ADOPTION OF THE PROPOSED REVISIONS TO POLICY 7.016 ALCOHOL (Action Item 5)** – The board reviewed and approved proposed revisions to Policy 7.016 Alcohol.

Trustee Borrell moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS THE PROPOSED REVISIONS TO POLICY 7.016 ALCOHOL**. Trustee McClaney seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Borrell, Galla, McClaney, Medal, Watts and Somary. Nay: none. The motion carried.

- **ADOPTION OF THE PROPOSED REVISIONS TO POLICY 7.0025 AMERICANS WITH DISABILITIES ACT COMPLIANCE (Action Item 6)** – The

board reviewed and approved proposed revisions to Policy 7.0025 Americans with Disabilities Act Compliance.

Trustee Galla moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS THE PROPOSED REVISIONS TO POLICY 7.0025 AMERICANS WITH DISABILITIES ACT COMPLIANCE.** Trustee Watts seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Borrell, Galla, McClaney, Medal, Watts and Somary. Nay: none. The motion carried.

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

09.25.13 **OTHER**

- Mr. Driskell provided an update on the second-floor construction, noting that the project is progressing well.

There being no further business to discuss, Trustee Medal moved **ADJOURNMENT**. Trustee Borrell seconded. All were in favor and the meeting was adjourned at 8:27 p.m.

---

Jennifer Borrell, Vice President/Secretary

---

Janet Moravec, Recorder