

MINUTES
PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068
Planning and Operations Committee of the Whole Meeting of the Board of Trustees
held via videoconference – May 11, 2021 at 7:00 p.m.

President Rapisand explained that the Library Board was meeting via videoconference and stated that she authorized the Board to meet remotely as per Illinois Public Act 101-0640 which, among other matters, amends Section 7 of the Open Meetings Act to allow meetings of members of a public body subject to the Act to occur without a quorum being physically present at the meeting due to COVID-19.

President Rapisand announced that any public comments or requests to speak may be sent to adoubek@prpl.org or participants could raise their hand virtually.

ROLL CALL

Trustees Present: Lauren Rapisand, President; Karen Burkum, Vice-President; David Somheil, Secretary;
(Via videoconference) Stevan Dobrilovic, Treasurer; Alexandra Hanba; Josh Kiem; Michael Reardon; Joseph Steinfels; Deepika Thiagarajan
Absent: Stevan Dobrilovic, Treasurer (joined later)
Others Present: Angela Berger, Interim Director; Alyson Doubek, Library Finance Manager; Anastasia Rachmaciej, Patron Services Manager; Charlie Melidosian, City Council liaison

Committee Chair Burkum opened the Planning and Operations Committee Meeting at 7:09 p.m.

Trustee Reardon made a

MOTION: to approve the minutes of April 13, 2021

Vice-President Burkum seconded the motion.

Roll Call Vote: Yes: Burkum, Hanba, Kiem, Rapisand, Reardon, Somheil, Steinfels, Thiagarajan

Absent: Dobrilovic

Motion passed.

NON-RESIDENT LIBRARY CARDS

The Library sells library cards to non-residents that live in areas not taxed for public library service according to the laws of the State of Illinois. Cards sold to non-residents provide all of the privileges of a resident library card and may be used at other libraries within the RAILS library system. The fee is determined using a mathematical formula provided by the State to calculate a fee equivalent to the average local tax support. Based on the Library's anticipated tax receipts for Fiscal Year 2021, the recommended Non-Resident Library Card Fee is \$296, effective July 1, 2021 and that the Committee approve the attached resolution so it can go to the Board for approval on May 18, 2021.

Committee Chair Burkum asked how many non-resident cards are sold each year. Patron Services Manager Rachmaciej replied only a few. Interim Director Berger stated that previously, cards were sold to City of Chicago residents but state law provides only for non-resident cards to be sold to those living in areas not taxed for library service. That made a significant difference in the number of cards sold.

Trustee Reardon made a

MOTION: to approve a Non-Resident Library Card Fee of \$296 effective July 1, 2021.

Trustee Steinfels seconded the motion.

Roll Call Vote: Yes: Burkum, Dobrilovic, Hanba, Kiem, Rapisand, Reardon, Somheil, Steinfels, Thiagarajan

Motion passed.

Trustee Reardon made a

MOTION: to approve the 2021 Annual Resolution Authorizing Public Library Non-Resident Cards

Committee Chair Burkum seconded the motion.

Roll Call Vote: Yes: Burkum, Dobrilovic, Hanba, Kiem, Rapisand, Reardon, Somheil, Steinfels, Thiagarajan

MINUTES

PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Planning and Operations Committee of the Whole Meeting of the Board of Trustees
held via videoconference – May 11, 2021 at 7:00 p.m.

Motion passed.

ANNUAL FEES CCS AND OCLC

Interim Director Berger explained these are the fees the library pays to be a member of the CCS (cataloging and computer consortium) and to access OCLC (source for cataloging records). 75% of the fee is split evenly among members; remainder is split based on income. OCLC portion is estimated at this point - \$13,769; CCS is \$65,447 which is billed quarterly. The Board is asked to approve the actual amount for CCS and a not-to-exceed amount for OCLC.

Trustee Kiem made a

MOTION: To approve annual CCS consortium membership fees for \$65,447.60 and OCLC membership fees not to exceed \$14,500.00 for July 2021 through June 2022

Trustee Reardon seconded the motion.

Roll Call Vote: Yes: Burkum, Dobrilovic, Hanba, Kiem, Rapisand, Reardon, Somheil, Steinfels, Thiagarajan

Motion passed.

OTHER BUSINESS

Trustee Kiem asked about review of the Board annual task calendar. Committee Burkum said she thought that the board had decided to review quarterly. Committee Chair Burkum said it would be include in the June COW agenda. President Rapisand said it would be a good time, as the new Executive Director will be in place for the June meetings. Trustee Kiem said the Board needs to look at the impact of the stub year on the budgeting cycle.

Committee Chair Burkum closed the meeting at 7:22 p.m.