

## MINUTES

### PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068  
Budget and Finance Committee of the Whole Meeting of the Board of Trustees  
held via videoconference – June 8, 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:

(Via videoconference) Lauren Rapisand, President; Alexandra Hanba; Josh Kiem; Michael Reardon; Joseph Steinfels; Deepika Thiagarajan

Absent: Karen Burkum, Vice-President; Stevan Dobrilovic, Treasurer; David Somheil, Secretary

Others Present: Joanna Bertucci, Library Director, Angela Berger, Interim Library Director; Alyson Doubek, Finance Manager

#### PUBLIC COMMENT

None

In the absence of Treasurer Dobrilovic, President Rapisand opened the Budget and Finance Committee meeting at 7:42 p.m.

Trustee Reardon made a

**MOTION:** to approve the minutes of May 11, 2021

Trustee Steinfels seconded the motion.

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

**Motion passed.**

#### CARRYOVER OF FY21 CAPITAL PROJECTS TO SY21

Ms. Doubek reviewed the memo that was included in the packet. Proposed project carryovers include two Operating Carry Forwards, one for the Door Lock project for \$20,000 and the second for Display Fixtures funded by the Per Capita Grant for \$25,000. Capital project Carry Forwards include four building improvement projects; Fire Suppression project \$275,000; Ice Melt System \$12,877; Phone system \$35,000 and Public Address system \$16,900. An additional carry forward is included to replace the back-up system \$18,100.

President Rapisand reiterated that in light of the discussion in the earlier Building and Grounds meeting this evening, she would like to see a prioritized list of all proposed projects, given the additional projects discussed. Trustee Reardon clarified that the amounts in Ms. Doubek's memo are proposed to simply transfer the amounts already budgeted to the new fiscal year due to delays in spending the funds. This results in FY21 amounts being expended for existing projects rather than funds newly budgeted for SY21.

Discussion ensued among the trustees as to what amounts should be carried forward to the new fiscal year. Trustee Kiem suggested moving all unspent FY21 Capital Budget amounts forward into SY21. Ms. Doubek advised that as of Period 13, that amount is approximately \$620,000. There was consensus among the committee to proceed with carrying forward this amount.

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held via videoconference – June 8, 2021 at 7:00 p.m.

Trustee Hanba made the following

**MOTIONS:**

1. To approve FY21 to SY21 operating carry forward of \$20,000 Building Maintenance Funds for Door Lock Project.
2. Approve FY21 to SY21 operating carry forward of \$25,000 Supplies Furnishing Funds for Per Capita Display Fixtures.
3. Approve FY21 to SY21 capital carry forward of \$620,000 Building Improvement Funds for the remainder of the Fire Suppression Project, Ice Melt System, Telephone and PA system replacement as well as other capital projects.
4. Approve FY21 to SY 21 capital carry forward to server Back-Up System.

Motions seconded by Trustee Reardon.

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

**Motions passed**

President Rapisand adjourned the Committee of the Whole meeting at 7:59 p.m.