



Park Ridge Public Library

Regular Board Meeting – AGENDA – December 20, 2022 – 7:00 PM

Meeting Location:

Park Ridge City Hall Council Chambers, 505 Butler Place, Park Ridge, IL

- 1. Call to Order
- 2. Roll Call
- 3. Public Comment on Non-agenda items
- 4. Consent Agenda

\* Items listed below are considered routine by the Library Board and will be enacted by one motion. There will be no discussion of these items unless a Board member so requests, in which event the item will be removed from consent for further discussion immediately after the Consent Agenda is approved.

- a. Approval of Minutes of the November 15, 2022 Regular Meeting of the Library Board
- b. Approval of Minutes of the December 13, 2022 Special Meeting of the Library Board
- c. Ratify Bills Payable-Warrant Register for:

Period 11, November 15, 2022		Period 11, November 30, 2022	
Library Fund Warrants	\$176,668.12	Library Fund Warrants	\$56,186.55
Payroll (11/04/2022)	\$82,493.61	Payroll (11/18/2022)	\$83,708.79
Per Capita Grant Fund	\$0.00	Per Capita Grant Fund	\$0.00
North Suburban Digital Consortium	\$5,283.87	North Suburban Digital Consortium	\$4,285.38
<b>Total</b>	<b>\$264,445.60</b>	<b>Total</b>	<b>\$144,180.72</b>

- d. Approve Cash Statement for all accounts for November 2022
  - e. Ratify disbursements from the Petty Cash Fund, \$32.12
  - f. Approve a budget transfer in the FY22 Operating Budget for a \$3,200 decrease to General Counsel and \$3,200 decrease to Library Consulting Services and an increase of \$6,400 to Administrations’ Library Data Processing Services Line.
  - g. Approve a budget transfer in the FY22 Operating Budget for a \$20,000 decrease to Administration Salaries and \$13,000 decrease to Employee Benefits HMO and an increase of \$33,000 to Employee Benefits PPO.
  - h. Approve an Administration budget transfer in the FY22 Operating Budget for a \$2,750 decrease to Conferences and Training and an increase of \$2,250 to Public Relations Newsletter and \$500 to Postage.
  - i. Approve a budget transfer in the FY22 Operating Budget for a \$2,000 decrease to Youth Services Fiction and an increase of \$2,000 to Youth Services Non-Fiction.
  - j. Approve that the Board of Directors of the Park Ridge Public Library hereby authorize Joanna Bertucci, Director of the Park Ridge Public Library, to act on the behalf of the Library Board in all manners relating to application for authorization, including signing of all services relating to the Estate of Stanley Malinowski.
  - k. Approve a contract with Weblinx, Inc. for website design, development, hosting, maintenance, and security not to exceed \$35,000.
  - l. Approve the extension of the “Illness at the Workplace (COVID-19) for Library Staff” policy through March 31, 2023.
  - m. Approve the FY23 Per Capita Grant application
- 5. Treasurer’s Report
    - a. Approve the Consolidated Year to Date Revenue and Expenditures Report for November 2022
  - 6. President’s Report
  - 7. Secretary’s Report
  - 8. Library Director’s Report
    - a. Statistics
    - b. Narrative
  - 9. Friends of the Library Report
  - 10. Unfinished Business
  - 11. New Business
  - 12. Adjournment

All topics on the Agenda are potential Action Items.

The Library will provide reasonable aids or services to afford an individual with a disability an equal opportunity to participate in all services, programs and facilities. Persons requiring assistance should notify Library of their needs well in advance to provide sufficient time to make an accommodation. Contact Library Administration at 847-825-3123, TTY 847-825-8217.