

MINUTES

PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Resources Committee of the Whole Meeting of the Board of Trustees

Held in the First Floor Meeting Room of the Library – November 14, 2023 at 7:00 p.m.

President Thiagarajan called the meeting to order at 7:34 p.m.

ROLL CALL

Trustees Present: Deepika Thiagarajan, Chair; Anita De Frank, Alexandra Hanba; Josh Kiem, Danielle Powers; Lauren Rapisand, Theresa Renaldi, Gregg Rusk; David Somheil

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Joan Wrenn, Library staff

APPROVAL OF MINUTES

President Thiagarajan made a

MOTION: to approve the minutes of December 13, 2022

Vice-President Hanba seconded the motion.

Roll Call Vote: Yes: Hanba, Kiem, Powers, Renaldi, Rusk, Somheil, Thiagarajan

Abstain: De Frank, Rapisand

Motion passed

PER CAPITA GRANT REQUIREMENTS

In preparation for applying for the 2024 Illinois Per Capita Grant, the application requires that the Library Director and Board review the entirety of *Serving our Public 4.0: Standards for Illinois Public Libraries*. Trustee Kiem assigned chapters for review to each trustee. Once reviewed, each trustee brought their findings for discussion to tonight's meeting.

Chapter 1: Core Standards – President Thiagarajan reviewed this chapter, noting no questions or concerns regarding the Library's compliance with this standard

Chapter 2: Governance and Administration – Trustee De Frank reviewed this chapter noting that as a newer trustee on the Board, she found it to be very informative. She noted that all items on the chapter's checklist are either in place or are on the Board's future task list. Trustee De Frank inquired about trustees' attendance at Board education classes. Director Bertucci replied that most opportunities for this come through RAILS, noting that in-person legislative meet-ups are starting again now, post-pandemic. She will send trustees updates on additional opportunities as they occur

Chapter 3: Personnel – Vice-President Hanba reviewed this chapter and the related check list, noting that all check list items are in place. She further noted that in 2024, Library staff will undertake a complete review of all job descriptions and will modify as needed.

Chapter 4: Access – Trustee Powers reviewed this chapter, noting the recent interior and exterior projects undertaken by the Library to improve accessibility. Director Bertucci noted that when the ramp leading to the first floor meeting room is reconfigured, this will be an excellent opportunity for the Library to apply for another State Library Live and Learn Accessibility Grant.

Chapter 5: Building Infrastructure and Maintenance – Trustee Kiem reviewed this chapter noting the ongoing projects and that the building overall is in good condition.

Chapter 6: Safety – Trustee Somheil reviewed this chapter, noting contingency planning.

Chapter 7: Collection Management – President Thiagarajan reviewed this chapter, noting that the Library has a current and updated Collection Management policy to guide collection development.

Chapter 8: System Member Responsibilities and Resource Sharing – Treasurer Rusk reviewed this chapter noting compliance with checklist items.

Chapter 9: Public Services: Reference and Readers' Advisory Services – Trustee De Frank reviewed this chapter noting that infrastructure is in place to provide these services.

Chapter 10: Programming – Trustee Renaldi reviewed this chapter noting that programming presented meets the diverse needs of the community, incorporating new philosophies and best practices. She further noted additional strides in this area with the addition of Low Sensory programming hours.

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Chapter 11: Youth/Young Adult Services – Trustee Renaldi reviewed this chapter noting compliance with standards. Also noted was the re-establishment of the Teen Advisory Board during 2023 with the goal of having teen input into programming and space within the building.

Chapter 12: Technology – Trustee Kiem reviewed this chapter noting that the Library meets standards in this area. Also noted were recently undertaken projects to improve technology including, i.e. Comcast fiber upgrade, system hardware upgrades, installation of Teams environment for staff. In 2024, staff and patrons computers will be replaced.

Chapter 13: Marketing, Promotion and Collaboration – Secretary Rapisand reviewed this chapter noting that all checklist items are in place. She noted that in the area of library orientation for staff and trustees, a link to the history of the Library that appears on the Library's website will be added to the orientation process.

OTHER

None

Trustee Rapisand made a

MOTION: to adjourn the meeting at 7:48 p.m.

Trustee Powers seconded the motion

Voice Vote: All in favor

Motion passed

Meeting adjourned at 7:48 p.m.