

## 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 in the First Floor Meeting Room at the Library

November 8, 2022 at 7:00 p.m.

Trustee Thiagarajan called the Committee of the Whole meeting to order at 7:22 p.m.

#### ROLL CALL

Trustees Present:           Alexandrea Hanba, Josh Kiem, Lauren Rapisand, Theresa Renaldi, David Somheil, Joseph Steinfelds, Deepika Thiagarajan  
Trustees Absent:           Danielle Powers and Gregg Rusk  
Others Present:           Joanna Bertucci, Library Director; Angela Berger, Alyson Doubek, and John Priala, Library staff

Trustee Rapisand made a

**MOTION:**           to approve the minutes of October 11, 2022

Trustee Steinfelds seconded the motion.

Roll Call Yes: Hanba, Kiem, Rapisand, Renaldi, Somheil, Steinfelds, Thiagarajan

**Motion passed**

#### TASK CALENDAR REVIEW AND UPDATE

Director Bertucci reviewed the status of tasks for November and December noting that all tasks are on schedule for timely completion. Trustee Rapisand asked all trustees to submit their feedback for Director Bertucci's review.

#### 2023 DAYS CLOSED CALENDAR

The calendar of proposed closed days for 2023 is included in the packet on p. 17. Director Bertucci noted that she is requesting that the committee approve a library closure on January 27, 2023 so that staff may participate in an in-service training day. She further noted that an all staff in-service day hasn't been held since 2019.

Trustee Thiagarajan made a

**MOTION:**           to approve the 2023 Days Closed Calendar

Trustee Hanba seconded the motion.

Roll Call Yes: Hanba, Kiem, Rapisand, Renaldi, Somheil, Steinfelds, Thiagarajan

**Motion passed**

#### STRATEGIC PLAN UPDATES

Trustee Rapisand began the discussion by stating her opinion that the staff had done a great job in reviewing the Strategic Plan and recommending updates. Director Bertucci then reviewed proposed changes to various strategies. The goal for this evening is for the committee to review and discuss the proposed changes, and a motion could be made for approval at the November Board meeting.

Discussion ensued with regard to the proposed changes and metrics included on the memo on pgs. 19-21 of the packet. There was consensus among the committee that the metrics would be used as internal measurements, the results of which would serve to inform future strategic planning efforts.

Trustee Steinfelds made a

**MOTION:**           to update the Park Ridge Public Library Strategic Plan 2021-2025, as proposed

Trustee Rapisand seconded the motion.

Roll Call Yes: Hanba, Kiem, Rapisand, Renaldi, Somheil, Steinfelds, Thiagarajan

**Motion passed**

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In regard to the strategy of creating a Teen Advisory Board, Trustee Steinfels suggested that a representative from that group serve in an advisory or liason role to the Library Board. Trustee Kiem noted that a policy exists on Community Advisors that may address this.

**CHARITY COLLECTION CONTAINER POLICY**

Director Bertucci noted that the draft policy in the packet was revised to reflect discussion at last month's committee meeting. Trustee Rapisand stated that the revised draft address the concerns that she expressed last month. Trustee Renaldi agreed with Trustee Rapisand regarding the revised policy.

Trustee Thiagarajan made a

**MOTION:** to approve the Charity Collection Container Policy, as revised

Trustee Hanba seconded the motion.

Roll Call Yes: Hanba, Kiem, Rapisand, Renaldi, Somheil, Steinfels, Thiagarajan

**Motion passed**

**OTHER**

None

The meeting was adjourned at 7:57 p.m.