

## 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

September 13, 2022 at 7:00 p.m.

Vice-President Kiem called the Committee of the Whole meeting to order at 7:00 p.m.

#### ROLL CALL

Trustees Present: Josh Kiem, Danielle Powers, Lauren Rapisand, Theresa Renaldi, Gregg Rusk, David Somheil, Joseph Steinfels

Trustees Absent: Alexandra Hanba, President; Deepika Thiagarajan

Others Present: Joanna Bertucci, Library Director; Angela Berger, Alyson Doubek, Staci Greenwald, and John Priala, Library staff  
Alderman Charlie Melidosian

#### PUBLIC COMMENT ON NON-AGENDA ITEMS

Vice-President Kiem asked if there were any comments on non-agenda items. None were noted.

#### COMMITTEE CHAIR APPOINTMENTS

Vice-President Kiem noted that President Hanba is absent from tonight's meeting due to illness. In her absence, he has received a message from her regarding committee chair appointments for the 2022-23 term. He delivered the message which thanked those trustee who expressed their willingness to serve as committee chairs this year. She also thanked those trustees who previously served.

The following trustees will serve as committee chairs for this year:

Budget & Finance Committee – Gregg Rusk and David Somheil, Co-Chairs

Planning & Operations Committee – Deepika Thiagarajan, Chair

Personnel Committee – Lauren Rapisand, Chair

Building & Grounds Committee – Joseph Steinfels, Chair

Resources Committee – Josh Kiem, Chair

Vice-President Kiem called the Planning & Operations committee of the whole meeting to order at 7:02 p.m. In the absence of Committee Chair Thiagarajan, Vice-President Kiem will preside over the meeting.

Trustee Steinfels made a

**MOTION:** to approve the minutes of August 9, 2022

Trustee Rapisand seconded the motion.

Roll Call Yes: Kiem, Powers, Rapisand, Rusk, Steinfels,

Abstain: Renaldi, Somheil

**Motion passed**

#### TASK CALENDAR REVIEW AND UPDATE

Co-Chair Kiem reviewed the status and changes to the calendar noting that all previously scheduled tasks for the month of September had been completed and that review of the Strategic Plan had been added to September's task list and would be completed at this evening's meeting.

#### STRATEGIC PLAN PROGRESS AND UPDATE

Director Bertucci began by stating that review of the Strategic Plan will be undertaken on an annual basis as part of the annual budgeting process. She then provided background information with regard to the original development of the current Strategic Plan which occurred in 2020 and covers the planning period of 2021 through 2025. The deliverables from the planning process included the Library's mission, vision and strategic values statements. Also developed were four initiatives in support of the plan.

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In order to provide the update that is presented in the packet, the Library's management team looked at the initiatives, the progress to date, and a look forward to next steps. Director Bertucci then asked for any questions on the material presented.

Trustee Renaldi asked if Director Bertucci felt that some of the initiatives had seen more progress than others to which Director Bertucci replied that she feels that since she was hired in June, 2021, much of the focus has been on initiative #3-Align with strategy and set the stage for development. Much work has been completed to update the groundwork from which other initiatives can better be addressed.

Trustee Rusk asked if consideration had been given to adding new or modifying existing initiatives, given the time that has transpired since initiatives were originally developed. He further added that he would challenge staff to quantify the outcomes whenever possible.

Trustee Rapisand stated that if any changes are needed, this would be the right time to discuss that. Trustee Rusk agreed and stated that the Strategic Plan should be a living document. Vice-President Kiem asked that if any of the trustees had ideas for new or modified initiatives, they forward those to President Hanba, Trustee Rapisand and Director Bertucci.

Trustee Somheil noted the lower percentage of cardholders currently, when compared with pre-pandemic levels, and suggested this be added as an action item to the initiatives, going forward.

#### OTHER

None

The meeting was adjourned at 7:16 p.m.