

**MINUTES  
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE PARK RIDGE PUBLIC LIBRARY HELD AT THE Library  
ON TUESDAY, APRIL 17, 2018 AT 7:00 P.M.  
IN THE FIRST FLOOR MEETING ROOM OF THE LIBRARY**

**CALL TO ORDER**

Mr. Lamb called the meeting to order at 7:08 p.m.

**ROLL CALL**

**TRUSTEES PRESENT:** Patrick Lamb, President; Michael Reardon, Treasurer; Charlene Foss-Eggemann, Secretary; Stevan Dobrilovic, Gareth Kennedy, Joshua Kiem, Judith Rayborn

**TRUSTEES ABSENT:** Joseph Egan, Vice-President; Karen Burkum

**OTHERS PRESENT:** Heidi Smith, Library Director; Jodi Bemis Whitney, Angela Berger, Anastasia Daskalos, Gretchen Kottkamp, Parry Rigney, Laura Scott, Library Staff; Alderman Charlie Melidosian, Library Liaison; Anne Lunde, Park Ridge Journal; Amy Bartucci, Gary & Lora Berger, Mike Brooks, Alice Dobrinsky, Deb Kuhlman, Jennifer LaDuke, Sarah Marcucci.

**CONSENT AGENDA**

Mr. Lamb noted that the items covered by the Consent Agenda are marked by an asterisk on the agenda. There being no comments,

Mr. Reardon made a motion to

**MOTION:** to approve the Consent Agenda

Mr. Kennedy SECONDED the motion

Roll call vote

MOTION PASSED UNANIMOUSLY

**Presentation of 2018 Library Awards**

The Annual Library Award honors an individual who has performed extraordinary service to the Library. Mr. Lamb announced that he is honored to make the presentation of the award to the four recipients.

Mr. Lamb read a passage written by Deb Kuhlman, a volunteer at the Library for the past 26 years, and the first awardee this evening. "She stated that she "thinks of volunteering as random and not so random acts of kindness, which represent ripples of caring for our fellow human beings. Sometimes we never see who the ripple impacts. Other times the ripple rebounds to confirm to us that we made a difference. Whether acts of kindness are acknowledged or simply accepted, those who extend themselves in this way help to make the world spin a little more smoothly." Mr. Lamb read from Library nomination of Deb Kuhlman submitted by the Library Volunteer Coordinator, Meg Golembiewski. Ms. Golembiewski wrote, "It is my privilege to nominate Deb Kuhlman for the 2018 Library Award. Deb has been a long-time volunteer at the Park Ridge Public Library and invaluable as an ambassador for the Library. She truly embodies the spirit of volunteerism, and is always ready to pitch in and help, despite her many commitments throughout the community. She is a wonderful ambassador for the Library both internally in the building and externally in the community.

Deb has been volunteering at the Park Ridge Public Library for twenty-six years this July. The longevity of her service and dedication to the Library is impressive in itself, but she also helps the Library in a

plethora of ways. She serves the Library by helping with Thursday travel films at the Library. In addition to sitting through the program, which frees up staff time to work on other duties in the Library, she works closely with the program attendees. She knows many of the repeat attendees by name, and she is always willing to help any patrons with mobility issues down the stairs or ramp to the meeting room and helps them find a seat. She also assists with book repairs, replacing worn out labels on the books. In addition to this, she also helps deliver books to our homebound patrons who cannot come to the Library. I also know I can always count on Deb to assist with other volunteer opportunities at the Library, such as helping with the annual summer lawn events or to pass out patron satisfaction surveys.

This February, the Library hosted a program about the Random Acts of Kindness. As part of the program, which promotes volunteerism and random acts of kindness, our Programming Librarian, Sarah Vessalo, asked if some of the Library volunteers I work with would be willing to provide a testimonial about how volunteerism has affected their lives. I knew immediately I had to ask Deb for a testimonial, and as Deb always does when the Library makes a request, she said 'yes'. In her own words, she beautifully explained how she thinks of volunteering..." which Mr. Lamb stated he read a few minutes ago.

"I, for one, can certainly testify to the fact that Deb's willingness to give of her time and talent to the truly makes our organization move a little more smoothly, and that the kindness and grace with which she does her work certainly help the Library spread more ripples of kindness into the community."

Mr. Lamb stated that the Board agrees Ms. Kuhlman is a tremendous award recipient for 2018 for what she brings to the Library, and as such in recognition of the Board's appreciation, Mr. Lamb presented Deborah Kuhlman with a crystal book and a commemorative pin. The assembly applauded.

Mr. Lamb announced that the next recipients of the 2018 Library Award are the Library's wonderful Interim Library Co-Directors Angela Berger and Laura Scott and Interim Technical Services Manager Anastasia Daskalos. He added that he cannot say enough about the contributions these three have made over the last year to the Library and listed only a few examples of their individual contributions to the smooth running of the Library over the past 10 months. Mr. Lamb asked the three of them to step forward to receive their 2018 Library Awards.

In recognition of the Board's appreciation, Mr. Lamb presented Angela Berger, Laura Scott, and Anastasia Daskalos each with a crystal book and a commemorative pin. The assembly applauded.

Mr. Lamb announced that at this time the Board would take a brief recess for refreshments and invited everyone present to join in, adding that the meeting would reconvene in a few minutes.

The meeting adjourned at 7:20 p.m.

The meeting reconvened and was brought to order at 7:33 p.m.

#### **COMMENTS FROM THE GENERAL PUBLIC**

Mr. Lamb solicited questions from the general public on non-agenda items. There were no comments.

#### **SECRETARY'S REPORT**

Mrs. Foss-Eggemann stated that on behalf of the Library Board, she welcomed Heidi Smith on her second day with the Library.

Mrs. Foss-Eggemann reported that she had distributed the minutes from four closed meetings to the Trustees and added that unless there are changes, she requests that they be added to the agenda for approval at the May 15, 2018 Board meeting.

Mrs. Foss-Eggemann reviewed the following items which were in the information folder:

- A comment form from “anonymous” saying, “keep up the good work!”
- A comment form from “anonymous” saying, the film series is “Brilliant! Thank you.”
- A comment form from Bev Evko, Park Ridge resident, complimenting Zena, Children's Services Librarian – she said “Such a great staff! Ms. Zena was particularly helpful to me today in Reader Services.”
- A comment form from Bev Evko, Park Ridge resident, complimenting Jimmy (Reference) for being “most helpful finding books for me. Great staff all. Thank you.”
- A comment form from Jeanne McCaffery, Park Ridge resident, complimenting Grace, Reference Librarian, and Jodi, Admin Assistant, stating “Grace and Jodi were wonderful. (They) helped me get my (information) changed so I could vote. Wonderful service, thank you.”
- A comment form from “anonymous” suggesting the Library include the expiration date on patron's library cards as well as on the Library website so that patrons will know beforehand when their card will expire. – *In response to Mrs. Foss-Eggemann, Ms. Daskalos explained that the new system (Polaris) does list the library card expiration date.*

### **TREASURER'S REPORT**

Mr. Reardon referred those in attendance to the updated financials on the *Year to Date Budget Report* on page 41 of the packet, reporting that with 92% of the fiscal year completed, the Library has expended 82% of the total operating budget as of March 31, 2018. Mr. Reardon added that all but two line items are under budget, but overall the Library is under budget. Mr. Lamb explained that the data processing line item is paid quarterly so that should even out next month, and the line item for attorney fees the Board has discussed has been heavily impacted this year, both with contractual items and some extraordinary legal issues, but the budget is on track and looks good.

Mr. Reardon made a motion to

**MOTION:** to approve the *Year to Date Budget Report for March 2018*

Mr. Lamb SECONDED the motion

Roll call vote

MOTION PASSED UNANIMOUSLY

### **LIBRARY CO-DIRECTOR'S REPORT**

Mr. Lamb asked Ms. Scott to give the final Interim Library Co-Directors Report. She solicited questions on the written report; there were none.

Ms. Scott announced that the Library launched the new catalog, which is called Polaris, today and Ms. Daskalos and IT staff were at the Library very early to assure that everything went smoothly and it's been a great transition.

Ms. Scott reported that Ms. Kottkamp is in charge of shifting the collections to other areas in the Library and Ms. Scott said she herself is in charge of telling people who see the empty shelves to not worry, the books are still here, and to walk them over to the area to find their books. She stated it is stark to see the empty shelves but it is exciting.

She added that the Classic Film Series just concluded. It was another awesome series from Circulation Assistant Manager Matthew Hoffman, almost 400 attendees and this year he only presented six films over six weeks because of the upcoming renovation.

Money Smart Week is coming up, the program which the Library runs in conjunction with the U.S. Federal Reserve offering free programs to promote financial literacy. Ms. Scott stated that Children's Manager Parry Rigney always contributes the cutest photos for the Director's reports.

## COMMITTEE REPORTS

### Communications & Development:

In Mrs. Burkum's absence, Mrs. Foss-Eggemann reported that the Committee discussed the *renovation communications postcard*. Ms. Berger gave an overview of the postcard and what will be presented in the Summer, 2018 newsletter. Mrs. Foss-Eggemann suggested having a renovation FAQ added to the Library website. Mr. Reardon stated that he has researched this and the IRS will issue a letter stating that donations to government entities are tax deductible. The Committee discussed levels of donor sponsorships and issues needing to be addressed in order to move this project forward. Ms. Berger shared an example from the Golden, Colorado Public Library and how they conducted their sponsorships. Mrs. Foss-Eggemann added that it seems like a fantastic way to bring in additional revenue and support for the Library.

Mrs. Foss-Eggemann announced that the Library is working on the assembly of a committee of citizens to assist Library Staff with assembling the details related to donor sponsorships, what items can be sponsored, as well as different ways to acknowledge donations and donors. At the Committee meeting Mrs. Burkum volunteered to reach out to the Friends of the Library to solicit their involvement and Mr. Dobrilovic requested that a summary of necessary decision points be prepared for the April 17, 2018 Board meeting.

Mrs. Foss-Eggemann reported that the Committee discussed the Library's naming policy (*Policy IA4*) and various issues that need to be discussed in greater detail.

Ms. Smith reported that the renovation communications postcard went to the printer today and is scheduled to be in homes by April 25 or April 26; it focuses on the timing of the renovation and the timing of the phases of work.

Mr. Dobrilovic stated that the Committee discussed the issue of the tax deductibility of donations and the ILA (Illinois Library Association) Designated Charitable Trust Agreement. Mr. Lamb stated that Mr. Reardon did some research and discovered that the IRS will issue a letter to donors, explaining that donations to government entities are tax deductible for individuals. Mr. Lamb suggested that this fact be advertised. Mr. Dobrilovic added that staff is researching the use of the ILA Fund for Libraries to accept donations from corporate organizations which would be tax deductible because the ILA is a 501C3 organization and they would pass those donations onto the Library.

Ms. Smith stated that Mr. Dobrilovic had requested a summary of necessary decision points in regard to fundraising. She explained that she and Ms. Berger discussed this and came up with three questions that the Board needs to answer:

1. What if any Library resources do we want to allocate to this initiative – whether it be staff time, the investment of money for printing, or things of that nature
2. Who will be doing the work – who will spearhead the Committee/effort – Board and community? Do they see staff support and in what roles?
3. What is the goal? if the goal is to raise a specific monetary amount, i.e., 'we want to raise \$x' -- or – 'we'd really like to get the word out and see what kind of reception it receives' that will be helpful to know

Mr. Dobrilovic asked when she would like these decisions made. Ms. Smith replied 'the sooner the better', but it is going to be a lengthy project and these decisions don't have to be finalized prior to the renovation beginning – however the timing is different if the answer to who will spearhead is "Heidi" rather than "the community group".

Ms. Smith added that it also depends on where the Board wants this project to fit into the first 90 days of her onboarding.

Mr. Kiem stated he believes the Library's part time marketing personnel should be involved in this. Mr. Reardon suggested that Ms. Smith meet with Mrs. Burkum. Ms. Smith asked if the Board wants her to meet with Mrs. Burkum within the first 30 days – Mr. Lamb replied yes, because the renovation is

moving forward. He believes she will have some valuable contributions based on her experience in Waukegan and he asked that it be an agenda item for the May COW (Committee of the Whole) meetings.

Ms. Smith stated she will meet with Mrs. Burkum prior to the May COW and report back with what we see as the answers to those three questions and potential next steps. Mr. Kennedy asked that she also review the policy and evaluate whether it inhibits the director in its current form – is there a way to maximize the potential fundraising and then the Committee can address it in May.

Ms. Smith stated she recognizes this as a priority. She stated that depending on the discussion with Mrs. Burkum regarding the naming policy, her own concern is that if she puts a lot of her time and energy in the next 30 days behind this project, what other things get less attention. She stated that this is her first meeting, and with the renovation beginning in the next three weeks, she's spending a lot of time getting on board and she doesn't want to overpromise and under-deliver.

Mr. Kiem stated that not everything has to come directly off of Ms. Smith's desk. Mr. Reardon stated he understands her legitimate concerns, he is hoping that by the time the Board sits down at the COW, Ms. Smith and Mrs. Burkum will have already thought these things through so that the Committee can have a productive discussion.

#### **Library Resources:**

Mr. Dobrilovic reported that the Resources Committee had a short meeting, in which was discussed the fact that the Library received the check from the state of Illinois for the 2017 Per Capita Grant --- \$29,100.17 which translates to about 78 cents per person in Park Ridge. There is no budget for this funding as yet but this will be discussed at the May COW. Ms. Berger informed the Board that today the Library received a letter from the State Library that although the funding was delayed, the deadline for spending that money will not be delayed. She announced that the money has to be encumbered by June 30, 2018. Ms. Berger explained that the Library has never had such a lengthy delay in receiving the funding for a given year.

#### **Building & Grounds:**

In Mr. Egan's absence, Mr. Reardon reviewed the Committee meeting, reporting that the focus of the discussion was the Library Renovation Project, the work the architects are doing on the schedule, their meeting with the staff and is staff providing input back to the architects, contractors, staff, etc.

As of last week, the work is projected to begin May 7 and he is looking forward to seeing that begin. He asked if some sort of special "groundbreaking" event is planned. Mr. Kennedy stated it would be a good way to publicize the fundraising.

In regard to the project, Ms. Smith asked for the Board's guidance on what it sees as necessary for managing the renovation in terms of accountability. Ms. Smith will be accountable to the Board, the Board is accountable to the community – so what kind of information, reporting, and structure would the Board like to have in order to fulfill both of those roles. Ms. Smith suggested that it might be helpful if one of the Trustees, perhaps Mr. Egan, as chair of Building & Grounds Committee, be Ms. Smith's main contact person/liaison for the project, who would then filter and distribute the necessary information to the rest of the Trustees.

Mr. Lamb stated that his experience with this kind of project is that either the architects and/or the general contractor should issue a weekly status report of work-in-progress of the project. He suggested that they provide a weekly copy of this, or provide to Mr. Egan weekly this "status report" and he can then give a short summary to the rest of the Board; he suggested a type of timeline.

Mr. Kiem stated he would like the raw information to go to all the Board every week rather than have the Board wait on Mr. Egan. Then the Trustees can comment back to Mr. Egan with questions. Mr. Lamb suggested Studio GC be asked what kind of format they provide for the weekly report. Mr. Lamb added that while he appreciates the raw data, he would rather get a formatted, narrative report.

Ms. Smith stated she believes she will receive a one to two page, bulleted summary report that can easily be distributed to the Board as a whole. She asked that in addition to the weekly summary, how does the Board want her to handle change orders, sometimes they have to happen quickly and they need a quick “yes” or “no”. It could be a call to Mr. Egan or calling an emergency Board meeting if it’s more than \$5,000; she just wants to be ready to hit the ground on May 7 knowing how the Board wants her to handle this. Mr. Reardon informed her that there is a fairly significant contingency line item that the Board already approved and until that is used up, her following the purchasing policy with Ms. Smith’s signature authority is appropriate; items greater than Ms. Smith’s signature authority even though the money is approved should go through Mr. Egan and Mr. Reardon, as treasurer. When change orders begin to approximate the amount of that contingency, then he suggests a vote be scheduled at a special Board meeting to approve additional contingency funds, so that these things can be addressed quickly as they arise. Mr. Kiem suggested a monthly report of the contingency balance report.

Ms. Smith stated that her understanding is that the Library is responsible for tracking the budget of the project. She will continue to converse with the Project Manager from Studio GC to make sure that the roles of responsibility and timelines are clear, as well as updates to the budget from the contractor. She will review it with Mr. Egan and share it with the Board as well.

Mr. Lamb asked that Mr. Reardon propose a three step protocol related to expenditures and then the Trustees will discuss it at the May COW. Ms. Scott stated that the COW meetings are May 8.

Mr. Dobrilovic stated that he finds that receiving MS Project plans and such aren’t useful for him – but what he does find very useful is a short narrative on the delays, costs, change orders, explaining why the delay is occurring and what steps are being taken to mitigate the delay, and then a brief explanation of change orders, why they arose, and what’s the recommendation to proceed.

Mr. Lamb asked Mr. Dobrilovic to create a short note or format to pass on to Studio GC Architecture and the general contractor, to outline the Board’s expectations of them so we are all on the same page.

Mr. Dobrilovic stated his experience with construction projects is more from ground-up constructions and the kinds of reports received at site meetings. He doesn’t believe the Board wants to go through every bit of detail but rather a shorter summary that explains the status like: “drywall is being put up, ceiling is being put up, lighting is 60% done, etc.” and that takes up a half page or less, and then the rest of the report will address issues the Board should be aware of: “• this issue has come up • this is why it has come up • this is what we’re doing about it • this is what the new timeline is going to be.” OR: “• we have this change order • this is why it has come up • we recommend that it be approved by x date • or here are two options for this change order, maybe we can purchase cheaper materials or more expensive materials, and this is the difference”, etc. Mr. Kiem suggested the Board wait first to see what they intend to provide before seeing if it is what the Board is seeking before suggesting what to report and how.

Ms. Smith asked about the furniture disposal, and she has spoken with the architects regarding provisions in the contract for demolition and whether or not they include the shelving, any furniture and fixtures, who the responsibility lies with for disposal of these materials. Ms. Smith asked what the Board’s expectation is for the furniture and shelving that won’t be reused. Is it financial, is it green and keeping it out of a landfill, is it community sharing and assisting with a community organization, or is it about the path of least resistance.

There was considerable discussion about the pros and cons of the various options. One of the things Mr. Kennedy stated is that Studio GC told him that the contractors have built-in the disposal as part of the contract – as part of the fee that they charge because they have an expectation of getting something back for the scrap. He added that he is more than happy to give the items to a community organization that wants and can use them rather than they go in a landfill as long as the Library doesn’t lose money on it. Mr. Reardon suggested a priority be delineated in order of preference – public organizations such as schools, park district or city hall – secondary would be any other organizations

that want them, such as chamber, charities – then third any individuals that will reuse or recycle rather than putting them into a landfill. Ms. Smith noted that these have to move in the next three weeks.

Ms. Smith stated her understanding of the contract is that, upon the advice of Studio GC, the inclusion of the furniture in the demolition and disposal portion of the contract needs to be confirmed by SGC with the contractor and she will get an answer on that. She added that she likes Mrs. Foss-Eggemann's idea to get the word out in the quickest and most time-effective way. She asked if it is acceptable to the Board for the Library to post on FreeCycle and CraigsList, share that posting with other municipal agencies, specify a day and time, etc. Mr. Kiem suggested Ms. Smith contact the City Manager prior to doing anything to verify that the Library follows City Policy.

Ms. Smith asked for next steps. Mr. Lamb stated that Mr. Reardon made a good suggestion: Ms. Smith should first contact Mr. Gilmore regarding City policy, and then contact each of the municipal groups; Mrs. Foss-Eggemann will look into possible alternative locations; the architect and/or contractor has to verify that it's included in the budget so that the items are gone by a particular date no matter what. Ms. Smith verified that after making sure all bases are covered in following policy, putting the items out for free as discussed and giving to the municipal organizations (tax-supported), then non-profits, community, etc. Mrs. Foss-Eggemann stated that there are also groups in the community that assist with recycling.

### **Budget & Finance:**

Mr. Reardon reviewed the Budget & Finance Committee meeting. Mr. Reardon explained that the discussion centered on the salary plan that will be implemented by May 1, 2018. Mrs. Rayborn is still reviewing and finalizing the plan with Ms. Berger and Ms. Scott to assure that everything is finalized and will bring Ms. Smith on Board with all of the final details. In response to Mr. Reardon's inquiry, Ms. Berger stated that the Ms. Hodge in Human Resources at the City gave her the absolute last date to get the report to her as April 30. That is based on the next payroll cycle.

Mr. Reardon reported that last Wednesday he attended the City Budget Workshop and was asked to do an elevator speech as to what the Library will be doing in fiscal year 2019. This is the first time the Library has been asked to attend this workshop. He stated he spent one third of his time talking about the new Library Director and the great job she will do, and the last two thirds discussing the construction project and then the actual budget. The Council and Mr. Reardon reviewed the budget – and he explained that the Library's budget is simple – we have people, we purchase materials and we take care of a building. The big issues are the salaries and benefits, the materials we purchase and then the construction this year is the bulk of the funds. Mr. Reardon added that he spoke about efficiencies and how the Board questions every new hire. Mr. Reardon said he feels it went very well.

### **Personnel:**

Mrs. Rayborn reported that there isn't much to report from the Committee other than the big news is that Ms. Smith is here – and the assembly applauded.

Mrs. Rayborn added that the staff has been working on finalizing all of the performance evaluations and she and Ms. Smith will discuss that.

### **Intergovernmental Agreement (IGA) Sub-Committee**

In Mr. Egan's absence, Mrs. Foss-Eggemann reported that the Sub-Committee reviewed the status of the IGA (Intergovernmental Agreement). Alderman Melidosian was at the COW (Committee of the Whole) and informed the Committee that that he is trying to get all parties together to discuss the IGA but it hasn't yet occurred. At the COW, Alderman Melidosian asked the Board to send him the points from the latest draft agreement that the Board doesn't agree with so that then the Council, Trustees, Mr. Gilmore and Mrs. Smith can have a working session. It was decided that the Trustees should email their comments and input to Mrs. Foss-Eggemann and she will combine them and email them to Alderman Melidosian.

Mrs. Foss-Eggemann reported that since that meeting last week, Mr. Dobrilovic and Mr. Kiem reviewed the revised draft that Attorney Simon provided to the Library and they did a line-by-line comparison of that revised draft, the last draft provided by the Library Board, and the comments by all the Trustees. Mrs. Foss-Eggemann stated she assembled the resulting comments by Mr. Dobrilovic and Mr. Kennedy and emailed them to Alderman Melidosian. Mrs. Foss-Eggemann added that the Board hoped that this was what Alderman Melidosian was seeking, and was sufficient to inform the Council and Attorney Simon of what the Library Board is seeking.

Alderman Melidosian stepped up to the podium, and he stated that it was an excellent response to his request. He informed the Council last night of our intention to move forward with a small working group from both sides, and informed City Manager Gilmore that the group wants Attorney Simon to provide a summary/narrative of his reasoning for his changes or why he is or isn't in agreement with the Library Board's changes. Alderman Melidosian added that he has forwarded all of the email correspondence, attachments, and some of the post-narrative to Attorney Simon and Alderman Mazzuca, and he has also emailed Mr. Egan with proposed meeting dates but he is out of town for the next week and may not be able to respond.

Mr. Lamb solicited questions from the general public on non-agenda items. Mr. Lamb invited Ms. Alice Dobrinsky to the podium.

Alice Dobrinsky – Park Ridge resident – stated that at the April COW (Committee of the Whole) there was discussion about this IGA (Intergovernmental Agreement), trying to better clarify the relationship between the City and the Library. She is concerned with some of the things discussed that the City wants to start billing the Library to plow the Central Parking Lot (which she thought is a City lot), billing the Library for payroll, etc. For clarification, she asked if the City bills other City Departments – for example, the Police Department – for such things. Mr. Lamb stated he doesn't know and deferred the question to Alderman Melidosian. Alderman Melidosian stated that we can find out if Ms. Dobrinsky can submit the question in writing or via a FOIA (Freedom of Information Act) to the City Council. Alderman Melidosian added that in essence the taxpayer pays for all of these kinds of things and that is what the IGA is trying to delineate. Ms. Dobrinsky suggested that maybe the Library needs to question these things considering the Library is a City Department. She hopes there will be some consistency with treatment of all City departments.

Mr. Kennedy asked how much of this (IGA draft language) is an attorney just playing a negotiation stance with such items and is his position realistic and aligned with what the City actually wants, i.e. to charge the Library to continue to process its payroll, to plow the City lot adjacent to the Library, etc. He added, is it going to be the Library Board versus the City Council or is it going to be a more reasonable conversation within the group which he believes will be a more sensible, political solution rather than a lawyer-crafted document which might not be as reasonable or based in reality.

Mr. Kiem gave a brief summary of the reason that the City and Library are attempting to draft this Intergovernmental Agreement (IGA) adding that in all the changes in people involved in this process is the City's attorney, who used to be the Library's attorney who wrote the original document. He added that the Library Board is constituted under the Illinois Library Act and acts under different rules compared to the other Boards, who answer and report through the City Council Aldermen.

## **FRIENDS OF THE LIBRARY**

Ms. Scott announced that the Friends' are having their spring book sale the first weekend in May right before the construction is to begin. The book sale will take place from 4:00 to 7:00 p.m. on Friday, May 4 for *Friends of the Park Ridge Library* members only; from 9:00 a.m. to 3:00 p.m. on Saturday, May 5 for all who wish to attend, and Sunday, May 6 from Noon to 2:00 p.m. all items are half-price.

Speaking of that weekend, Ms. Scott announced that the Library would like to have a welcome reception for Ms. Smith on Sunday, May 6 from 1:00 pm to 3:00 pm. with refreshments. Staff will keep the Board apprised of the details.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

**ADJOURNMENT**

Mr. Kennedy MOVED to adjourn the Board meeting.

Mr. Kiem SECONDED the motion.

Voice vote

MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 8:36 p.m.

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Charlene Foss-Eggemann, Secretary

DRAFT