

MINUTES

PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Regular Meeting of the Board of Trustees

Held in Council Chambers at City Hall – 505 Butler Place, Park Ridge, IL

December 19, 2023 at 7:00 p.m.

CALL TO ORDER

President Thiagarajan called the meeting to order at 7:00 p.m.

ROLL CALL

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

Others Present: Joanna Bertucci, Library Director; Angela Berger, Lauren Bochat, Anastasia Rachmaciej, Laura Scott, Joan Wrenn, Library Staff

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

President Thiagarajan directed the Board's attention to the list of items on the Consent Agenda and stated that if a trustee(s) would like an item removed from Consent, the item will be removed for further discussion after the Consent Agenda is approved.

The following items are included on the Consent Agenda:

- Approval of Minutes of the November 21, 2023 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register for Period 11, FY23 November 16, 2023 in the amount of \$217,906.45, and November 30, 2023 in the amount of \$204,350.41.
- Approve Cash Statement for all accounts for November, 2023
- Ratify disbursements from the Petty Cash Fund, \$20.00 and the Gift Fund, \$570.00
- Approve the 2024 Board Meeting Calendar
- Approve Library Furniture International quote LFI QT-3946rev.2 in the amount of \$31,600 for purchase of shelving or Children's department
- Approve CVI quote 202685 for \$19,108 for replacement of security camera server and Quote 202686 for \$1,235 for installation of an additional security camera
- Approve the 2024 Per Capita Grant Application

Vice President Hanba made a

MOTION: To approve the Consent Agenda, as presented

Secretary Rapisand seconded the motion

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

Motion passed

TREASURER'S REPORT

Treasurer Rusk reviewed the Consolidated YTD Revenue and Expenditures report through November, 2023 which represents completion of 92% of the fiscal year, noting that total revenues are 71% of budget with additional tax revenue expected to be received during December. On the expense side, operating expenses are at 81% of budget, capital expenditures are at 28% of budget which results in total expenditures at 74% of

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budget. Treasurer Rusk stated that he expects a large carryover of Capital Projects funds into 2024 as building project schedule for 2023 will be finished and paid for in 2024.

Treasurer Rusk made a

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for November, 2023

Trustee Powers seconded the motion

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

Motion passed

PRESIDENT'S REPORT

None

SECRETARY'S REPORT

Secretary Rapisand reviewed the Secretary's report included in the packet on page 29 noting Library website News items and press articles. Trustee Renaldi asked about results of the Celebrity Bartender event in which Trustees Rapisand and Hanba served as bartenders at a fundraising event held at Mel's Craft Barbecue. Proceeds from this event were raised for the Friends of the Park Ridge Library and Trustee Rapisand noted that in addition to having fun, they raised approximately \$300 for the Friends.

DIRECTOR'S REPORT

Highlights from the Director's Report beginning on page 30 of the packet were noted. Director Bertucci noted the recent donation by the Sitkiewicz Family in the amount of \$10,000 with a matching gift from an employer. She explained that this is the most recent gift from this family, in honor of the family's matriarch, Marion Sitkiewicz, with earlier donations being used to fund the fireplace in the Quiet Reading Room, programming for both adults and children and the Marion's Mark Little Free Library (LFL) installation of ten LFLs throughout the Park Ridge community.

Director Bertucci reported that she attended the Friends of the Library semi-annual meeting last week and the Friends unanimously approved a \$25,000 funding request from the Library; a \$10,000 increase over last year! The Friends will be holding a Cozy Pop-up Sale on January 13, 2024. The sale will include puzzles games and kids' books. Director Bertucci expressed her gratitude for all of the support extended to the Library by the Friends.

Director Bertucci explained that she has access to a Cook County portal that allows her to view property tax receipts received. To date, the Library has received \$1.2 million from the second installment of 2022 property taxes.

During the month of November, there were many opportunities within the Library to show gratitude and Director Bertucci noted those activities. She also said that the Library receive notes of gratitude from the students at Washington School in Park Ridge. She stated that she was very impressed with the letters and that many demonstrated an excellent understanding of and appreciation for the work done at the Library. Secretary Rapisand asked Director Bertucci about the roll-out of the Low Sensory room to which Director Bertucci replied that it is generating a great deal of interest and excitement from patrons. She explained that for the next six months staff will monitor its usage.

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FRIENDS OF THE LIBRARY

No report received from the Friends for this month.

UNFINISHED BUSINESS

None

NEW BUSINESS

President Thiagarajan noted that the agenda item for new business will be taken up after the scheduled Closed Session.

ADJOURNMENT TO CLOSED SESSION

Vice President Hanba made a

MOTION: To adjourn the meeting to Closed Session pursuant to 5 ILCS 120/2(c)(1) for discussion of a personnel matter at 7:14 p.m.

President Thiagarajan seconded the motion

Voice Vote: All in favor

Motion passed

RETURN TO OPEN SESSION

Vice President Hanba made a

MOTION: To resume the meeting in Open Session at 7:29 p.m.

Secretary Rapisand seconded the motion

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

Motion passed

NEW BUSINESS

Approve Library Director Compensation for 2024

Vice President Hanba stated that she and President Thiagarajan met with Director Bertucci to deliver her annual evaluation. She stated that she speaks for the entire Board when she says that Director Bertucci does an amazing job in her position and that the Board is grateful to have her in this position and appreciates all that she does on behalf of the Library and the community.

Vice President Hanba made a

MOTION: To approve compensation for Director Bertucci for 2024 in the amount of \$130,000

Secretary Rapisand seconded the motion

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

Motion passed

ADJOURNMENT

Trustee Powers made a

MOTION: To adjourn the meeting

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Trustee Renaldi seconded the motion

Voice Vote: All in favor. None opposed

Motion passed

The meeting adjourned at 7:32 p.m.