

MINUTES

PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Regular Meeting of the Board of Trustees

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

January 17, 2023 at 7:00 p.m.

CALL TO ORDER

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

ROLL CALL

Trustees Present: Alexandrea Hanba, President; Josh Kiem, Vice-President; Danielle Powers, Secretary; Lauren Rapisand, Theresa Renaldi, Gregg Rusk, David Somheil, Treasurer (7:10 p.m.); Joseph Steinfels, Deepika Thiagarajan

Others Present: Joanna Bertucci, Library Director; Angela Berger, Lauren Bochat, Alyson Doubek, Staci Greenwald, Anastasia Rachmaciej, and Laura Scott, Library staff

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

President Hanba 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. There were no requests to have items removed from the Consent Agenda

The following items are now included on the Consent Agenda:

- Approval of Minutes of the December 20, 2022 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register for Period 12, FY22 December 16, 2022 in the amount of \$266,585.13 and December 31, 2022 in the amount of \$159,376.80
- Approve Cash Statement for all accounts for December, 2022
- Approve a request to the Bruce A. Michel Trust for \$21,862 for the purchase of technology equipment to upgrade the first floor meeting room, third floor meeting room, the Media Lab and the marketing office.

Trustee Thiagarajan made a

MOTION: To approve the Consent Agenda

Trustee Rapisand seconded the motion

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

Motion passed

TREASURER'S REPORT

In Treasurer Somheil's absence, Trustee Rusk reviewed the Consolidated YTD Revenue and Expenditures report for December, 2022 noting that the report provides data through Period 12, with only Period 13 results still to be posted. Period 13 is intended to capture expenditures for items that were received prior to 12/31/22 but that were not invoiced prior to that date and thus not posted in Period 12. Through Period 12, operating expenditures are at 91% of budget and total expenditures, including Capital, are at 83% of YTD budgeted amounts, as several Capital projects remain in progress. Spending of the Capital Budget line is at 33% YTD. He further noted the receipt of property taxes that occurred in December.

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Vice-President Kiem asked if the Cash Statement appearing on page 6 of the packet includes the bequest from Mr. Malinowski to which Director Bertucci replied that those funds have not yet been received by the Library.

Trustee Rusk stated that with regard to the Library's Cash Statement, he would like to have additional information as to the Board's level of governance over these funds and the investment strategy being used for funds not invested by the City of Park Ridge. Director Bertucci replied that she will provide an update on the status of Library finances for a future Committee meeting.

Trustee Rapisand made a

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for December, 2022

President Hanba seconded the motion

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

Motion passed

PRESIDENT'S REPORT

None

SECRETARY'S REPORT

Secretary Powers reviewed the Secretary's report included in the packet on page 24, noting both Library website news items and articles appearing in the press.

DIRECTOR'S REPORT

Director Bertucci highlighted items from her written report beginning on page 25 of the packet.

- Winter Reading Club began in December and the Library was exceptionally busy during the second week of D64's winter break.
- FY22 budget carryforwards will be brought to the Board at their February, 2023 meetings.
- The sound attenuation project for the second floor study rooms began this week. It is expected that this project will continue for about two weeks.
- Andy Dogan of Williams Architects will conduct an assessment of the building envelope during the week of January 23, 2023 in order to determine its current status in anticipation of upcoming Capital projects.
- Director Bertucci and Marketing Supervisor Jen Healy met with representatives from WebLinx, the firm that will be developing the Library's new website.
- Director Bertucci noted that the Stat Sheet included in the Board packet each month will be updated to reflect 2023 results with some items no longer being reported and with 2022 being used as the benchmark for 2023 results.

Trustee Thiagarajan inquired about the FOIA request received in December. Director Bertucci replied that the request was received from a reporter for the Chicago Tribune asking for communications sent to or between Library staff and trustees with regard to specific book titles.

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FRIENDS OF THE LIBRARY REPORT

Director Bertucci noted that the Friends held their 2022 Annual Meeting at which time they approved the Library's 2023 Wish List for \$15,000. She also reported that the Friends are preparing for their spring, 2023 book sale and are again working with a local Boy Scout troop to obtain book donations for the sale.

UNFINISHED BUSINESS

None

NEW BUSINESS

President Hanba noted that approval of revisions to the Board's Bylaws is included on the agenda under New Business. She asked Director Bertucci to provide the Board with an update. Director Bertucci stated that by way of follow-up from the December Committee of the Whole meetings, she included in the Board packet the Board's policy on Meeting Attendance via Electronic Means and the Library Trustee Orientation policy, which addresses the Statement of Economic Interest required from all Board members. She noted that given that policies related to these two topics exist, it is not necessary that they be referenced in the Board's Bylaws.

Trustee Rapisand made a

MOTION: to approve revisions to the Bylaws of the Board of Trustees of the Park Ridge Public Library

Trustee Steinfels seconded the motion

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

Motion passed

Trustee Rapisand made a

MOTION: To adjourn the meeting

Trustee Renaldi seconded the motion

Voice Vote: All in favor

Motion passed

President Hanba adjourned the meeting at 7:15 p.m.