

## MINUTES

### PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068  
Regular Meeting of the Board of Trustees  
Held at Park Ridge City Hall Council Chambers  
505 Butler Place - Park Ridge, IL  
April 18, 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; Joseph Steinfels, Deepika Thiagarajan

Absent:                       None

Others Present:            Joanna Bertucci, Library Director; Angela Berger, Lauren Bochat, Alyson Doubek, Jen Healy, Anastasia Rachmaciej, Laura Scott, and Sarah Vessalo, Library staff  
Joan McGee, Robert McGee, Ken Mylander, Nancy Pytel, Alex Varey

#### 2023 LIBRARY AWARD PRESENTATION

President Hanba stated that the 2023 Library Award is being awarded to Joan McGee, for extraordinary service to the Library. Ms. McGee has been presenting chair yoga for Library patrons for the past seven years and during that time has developed a following both within the Park Ridge community and in many other locales. President Hanba then read the nomination for Ms. McGee that was written by Sarah Vessalo, PRPL's adult Programming librarian. A plaque inscribed with Ms. McGee's name, and those of previous Library Award winners, is installed in the Library and Ms. McGee was also presented with an engraved book honoring her contribution to the Library. A short recess in the meeting was taken so that those present could congratulate Ms. McGee on her achievements.

#### 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. Vice-President Kiem asked that approval of minutes of the March 21, 2023 Regular Meeting of the Library Board be removed from consent as he was not present at the meeting and thus will be abstaining from approving the Minutes.

Vice-President Kiem made a

**MOTION:**            To remove approval of Minutes of the March 21, 2023 Regular Meeting of the Library Board from the Consent Agenda and to approve the remainder of the Consent Agenda

Trustee Steinfels seconded the motion

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

**Motion passed**

The following items are now included on the Consent Agenda:

- Ratify Bills Payable Warrant Register for Period 3, FY23 March 16, 2023 in the amount of \$142,512.58 and March 31, 2023 in the amount of \$131,123.65.

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- Approve Cash Statement for all accounts for March, 2023
- Ratify disbursements from the Petty Cash Fund, \$30.99
- Ratify disbursements from the Gift Fund, \$650

President Hanba made a

**MOTION:** To approve Minutes of the March 21, 2023 Regular Meeting of the Library Board  
Trustee Rapisand seconded the motion

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

**Motion passed**

### TREASURER'S REPORT

Treasurer Somheil reviewed the Consolidated YTD Revenue and Expenditures report through March 2023 noting the receipt of approximately \$1,915,000 in property tax revenues through March, which is 45% of the annual budgeted amount. Operating expenses year to date are at 20% of budgeted amounts with significant and planned expenditures this month in the Computer Materials budget line.

Treasurer Somheil made a

**MOTION:** To approve the Consolidated Year to Date Revenue and Expenditures Report for March, 2023  
Trustee Rusk seconded the motion

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

**Motion passed**

### PRESIDENT'S REPORT

President Hanba congratulated Trustee Steinfels on his election to the City Council and noted that his term on the Library Board will end on May 1, 2023, upon his appointment to the Council. She explained that the three Board positions subject to appointment this year will be posted on April 24 and interviews will take place in mid-May. Mayor Maloney will then appoint three trustees; one will fulfill one month of Trustee Steinfels remaining term followed by a three year term. The other two appointees will begin their terms on July 1, 2023.

### SECRETARY'S REPORT

Secretary Powers reviewed the Secretary's report included in the packet on page 8, noting Library website News items. Also noted was the letter of appreciation received from Chief Officers of State Library Agencies (COSLA), related to a meeting this organization recently held at the Library. Director Bertucci noted that she was contacted by the Director of the Illinois State Library requesting the use of our meeting room space for a meeting of COSLA members which include State Library Directors for the Great Lakes region. The group expressed their appreciation for the facility and for the welcome received from Library staff.

The final draft of the FY22 Annual Report is included in the packet beginning on page 10 and Director Bertucci noted changes that had been made from the draft reviewed at the April COW meeting.

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Trustee Rapisand made a

**MOTION:** To approve the Park Ridge Public Library Annual Report for FY22

President Hanba seconded the motion

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

**Motion passed**

### DIRECTOR'S REPORT

Director Bertucci noted additions to her report which begins on page 15 of the packet.

- National Library Week is April 23-29 this year and the Library's newsletter and social media reflect this year's theme, "There's More to the Story"
- A snapshot of select first quarter statistics included on p. 17 show positive trends in comparing 2022 and 2023 results. Noted was a significant increase in attendance at Youth programming. President Hanba expressed her appreciation for Teen Programs, some of the crafts using recycled materials. Vice-President Kiem stated his opinion that the positive results are the result of staff effort that is well received by patrons.

### FRIENDS OF THE LIBRARY REPORT

Director Bertucci noted that members of Scout Troops 50 and 76 along with Packs 201 and 50 delivered approximately 1,000 books to the Library that were donated to the their Book Drive. The Friends have sorted through these donations and are preparing for their May sale.

### UNFINISHED BUSINESS

None

### NEW BUSINESS

#### Approve Library Director Succession Plan

The final version of the Library Director Succession Plan is included in the packet. Director Bertucci noted the changes made from the draft version.

Trustee Renaldi made a

**MOTION:** To approve the Library Director Succession Plan

Trustee Steinfels seconded the motion

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

**Motion passed**

#### Approve contract with Airespring

Director Bertucci explained that telecommunications companies are migrating users away from copper lines to other types of lines such as fiber. Fiber lines provide greater capacity, reliability and are less costly to maintain. Currently the Library has two telecom providers, both currently on month-to-month service. CVI obtained quotes to migrate off copper lines for PRI, fax and emergency lines. Based on the quotes received, CVI's recommendation, which Director Bertucci is in agreement with, is to approve a 3-year contract with Airespring

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for PRI circuit and emergency phone line for \$21,280. Director Bertucci noted that in addition to moving away from an outdated technology, this change will also result in a cost savings of approximately \$175/month.

Trustee Thiagarajan made a

**MOTION:** To approve a 3-year contract with Airespring for PRI circuit and emergency phone line at a cost of \$21, 280 for three years

Trustee Renaldi seconded the motion

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

**Motion passed**

### ADJOURNMENT

Trustee Steinfels made a

**MOTION:** To adjourn the meeting

Trustee Rapisand seconded the motion

Voice Vote: All in favor

**Motion passed**

President Hanba adjourned the meeting at 7:37 p.m.