

## MINUTES

### PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees  
Held in Council Chamber at Park Ridge City Hall  
505 Butler Place, Park Ridge, IL  
August 20, 2024 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, Secretary; Michael Donahue, Alexandra Hanba, Josh Kiem, Danielle Powers, Theresa Renaldi, Vice-President; Gregg Rusk, Treasurer; David Somheil (arrived at 7:11 p.m.) , Deepika Thiagarajan, President

Others Present: Joanna Bertucci, Library Director, Angela Berger, Lauren Bochat, Jennifer Healy, Laura Scott, Library Staff  
Louis Kaufman

#### PUBLIC COMMENT ON NON-AGENDA ITEMS

None

#### 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 July 16, 2024 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register Period 7, July 16, 2024 in the amount of \$127,999.27 and Period 7, July 31, 2024 in the amount of \$210,584.53.
- Approve Cash Statement for all accounts for July, 2024
- Ratify disbursements from the Petty Cash Fund, \$84.98 and the Gift Fund, \$350.00
- Approve amending the FY24 Operating Budget to increase Youth Services – Programs to \$50,000; increase Adult Services – Programs to \$35,000; increase Administration – PR to \$23,000 and increase Administration – Staff Appreciation to \$4,000
- Approve the FY25 Salaries budget of \$2,648,000 which includes \$133,900 in increases in the following areas: \$93,500 for 4% average merit pool increases, \$10,500 for one-time merit bonuses, \$29,000 adjustments based on updated pay grade/scale and minimum wage adjustments.

Trustee Hanba made a

**MOTION:** To approve the Consent Agenda, as presented

Vice-President Renaldi seconded the motion

Roll Call Vote: Yes: DeFrank, Donahue, Hanba, Kiem, Powers, Renaldi, Rusk, Thiagarajan

**Motion passed**

#### TREASURER'S REPORT

Treasurer Rusk reviewed the Consolidated YTD Revenue and Expenditures Report for FY24 Period 7 noting that Revenue and Operating Expenses are on track for the year while Capital Expense are only 7% YTD. Also noted was that several capital projects will be in progress during the remainder of the year.

President Thiagarajan made a

**MOTION:** To approve the Consolidated Year to Date Revenue and Expenditures Report for July, 2024

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Trustee Hanba seconded the motion

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

**Motion passed**

#### **PRESIDENT'S REPORT**

None

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

Secretary DeFrank reviewed each of the PRPL website, social media and press articles included in the Secretary's report included in the packet on page 16. Several of the articles covered participation in the Library's Summer Reading Clubs (SRC) and the related SRC send-off event. She noted that there was great community participation in both of these events.

#### **DIRECTOR'S REPORT**

Director Bertucci provided highlights from the Director's Report beginning on page 20 of the packet noting that the Library and its staff have recently received several accolades. Go Green Park Ridge has named two staff members, Ms. Scott and Ms. Bochat, as Go Green Change Makers for their green initiatives at the Library. The Library has also been named as Partner of the Year by The Center of Concern. Director Bertucci stated that the Library has a long term partnership with The Center of Concern but most recently has supported The Center's Wits Workout Program which is a preventative memory care initiative based on a curriculum developed by the University of Illinois. The Library will receive the award at an event on September 7 and Director Bertucci invited any interested Board members to attend.

With regard to Capital Expenditures noted by Treasurer Rusk in his earlier report, Director Bertucci noted that the FY24 Capital Budget includes replacement of PCs and desktop computers this year. However, Intel changes to chips for desktops are not market ready but are ready for consumer laptops. As a result, the Library will only be replacing laptops this year with desktops to be scheduled for FY25. Director Bertucci stated that more information on this plan will be provided to the Board in September.

Director Bertucci commented on upcoming marketing initiatives including the launch of a Library Card Sign-up campaign. The ALA program launches in September but this year PRPL is beginning this effort in August due to the earlier than usual return to school date for D64 schools. This will better align with timing in the Park Ridge community.

The Summer Reading Club sendoff event was extremely well attended and Director Bertucci noted that she received many positive comments about the event and about the Summer Reading Clubs in general. Trustee Hanba asked if plans were to continue timing the event as a SRC sendoff rather than a kickoff to which Director Bertucci replied that the current thinking on this is to repeat this year's timing as it seems to reinforce and motivate program participation.

Director Bertucci noted items on the Value Add report, particularly the progress made on the picture book genrefication program, approximately 8,300 books have been reclassified.

#### **FRIENDS OF THE LIBRARY**

The Friends reported a profit of approximately \$1,100 on their one day sale during the Taste of Park Ridge, a new record for this event.

#### **UNFINISHED BUSINESS**

None

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#### NEW BUSINESS

President Thiagarajan noted the agenda item to consider affirming a patron ban imposed by Director Bertucci as the patron has filed an appeal of the ban. Per the advice of the Library's legal counsel, discussion of this issue in open session should be brief. After Director Bertucci addressed questions posed by trustees as to the content of the appeal, President Thiagarajan stated that she found no relevant information in the appeal.

President Thiagarajan made a

**MOTION:** To affirm the one year ban of Patron F, expiring on July 31, 2025, as imposed by the Library Director on July 31, 2024

Trustee Hanba seconded the motion

Roll Call Vote: Yes: DeFrank, Donahue, Hanba, Kiem, Powers, Renaldi, Rusk, Somheil, Thiagarajan

**Motion passed**

#### ADJOURNMENT

Trustee Kiem made a

**MOTION:** To adjourn the meeting

Vice-President Renaldi seconded the motion

Voice Vote: Yes: All in favor

**Motion passed**

The meeting adjourned at 7:20 p.m.