

MINUTES

PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Planning and Operations Committee of the Whole Meeting of the Board of Trustees

Held in the First Floor Meeting Room at the Library

February 11, 2025 at 7:00 p.m.

The meeting was called to order by Co-Chair Kiem at 7:04 p.m.

ROLL CALL

Trustees Present: Anita De Frank, Michael Donahue, Alexandria Hanba, Josh Kiem, Danielle Powers, Theresa Renaldi, David Somheil, Deepika Thiagarajan

Trustees Absent: Gregg Rusk

Others Present: Joanna Bertucci, Library Director; Angela Berger, Joan Wrenn, Library staff
Louis Kaufman

APPROVAL OF MINUTES

Vice President Renaldi made a

MOTION: to approve the minutes of January 14, 2025

Secretary DeFrank seconded the motion.

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

Absent: Rusk

Motion passed

TASK CALENDAR REVIEW AND UPDATE

Director Bertucci reviewed tasks on the calendar for the month of February, noting that the annual statistical review for 2024 will be presented at the February Board meeting. Also noted was that the February Board meeting will be held at the Library rather than at City Hall

STRATEGIC PLANNING UPDATE

Director Bertucci reviewed the memo on page 7 of the packet which details the recent activity of the strategic planning logistics committee. A series of engagement sessions have been scheduled with community groups, library staff and the Library Board. The committee has developed a list of names for community outreach and this list will be shared with the Board for their review and input. With regard to the community survey which will be part of the strategic planning process, the consultant (RTL) provided the structure and questions and Director Bertucci along with Jen Healy adapted it for use in the Park Ridge community. Discussion ensued among the committee with regard to wording and responses to various survey questions. Trustee Kiem suggested that a question be added that asked for languages spoken in homes and Director Bertucci will have that question added to the survey. Director Bertucci also provided the committee with information on the planned distribution of the survey through both Library channels and through community partners such as the school districts and park district.

OTHER

Director Bertucci updated the committee on a conversation currently underway at the City with regard to the location for the Park Ridge Farmers Market. The parking lot where the market has been located may not be available for use going forward. The City is exploring other possible locations, one of which is the parking lot adjacent to the Library. This is an ongoing discussion as no final determination has been made.

Meeting closed at 7:48 pm

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February 11, 2025 at 7:00 p.m.

ADJOURNMENT

There being no further business for the Committees' consideration;

Trustee Powers made a

MOTION: To adjourn the Committee of the Whole Meeting

Vice President Renaldi seconded the motion

Voice Vote: All in favor

None opposed

Meeting was adjourned at 7:49 p.m.

MINUTES

PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Budget and Finance Committee of the Whole Meeting of the Board of Trustees

Held in the first floor meeting room at the Library

February 11, 2025 at 7:00 p.m.

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

ROLL CALL

Trustees Present:

Anita De Frank, Michael Donahue, Alexandria Hanba, Josh Kiem, Danielle Powers, Theresa Renaldi, David Somheil, Deepika Thiagarajan

Trustees Absent: Gregg Rusk

Others Present: Joanna Bertucci, Library Director; Angela Berger, Joan Wrenn; Library Staff
Louis Kaufman

BUDGET & FINANCE

Trustee Somheil called the meeting to order at 7:01 p.m.

APPROVE MINUTES

Trustee Powers made a

MOTION: to approve the minutes of January 14, 2025

Trustee Somheil seconded the motion.

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

Absent: Rusk

Motion passed

FY24 – CAPITAL BUDGET CARRYFORWARDS

Annually in February, Library Administration reviews expenditure and budget lines related to prior year capital projects to determine which projects were not completed and/or have funds budgeted for the project still remaining. Funds allocated for these projects are then brought to the attention of the Budget and Finance Committee with a recommendation to carry forward those budget amounts into the new fiscal year. For FY24, there are two building improvement projects for which funds will be carried forward from FY24 to FY25. The total for these carryforwards is \$540,332.

A carryforward for funds for the PC replacement project in the amount of \$86,919 is also needed as this project scheduled for 2024 will now be completed in 2025.

President Thiagarajan made a

MOTION: To approve FY24 to FY25 Building Improvement carry forward in the amount of \$540,332 for the Ice Melt System and HVAC Project **AND** to approve FY24 to FY25 Computer Equipment carry forward in the amount of \$86,919 for the PC Replacement project

Vice President Renaldi seconded the motion.

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

Absent: Rusk

Motion passed

OTHER

None

Meeting adjourned at 7:04 p.m.