

MINUTES
PARK RIDGE PUBLIC LIBRARY
20 S. Prospect Avenue, Park Ridge, IL 60068
Building and Grounds Committee of the Whole Meeting of the Board of Trustees
April 8, 2025 at 7:00 p.m.

President Thiagarajan called the meeting to order at 7:50p.m.

ROLL CALL

Trustees Present: Anita DeFrank, Michael Donahue, Alexandria Hanba, Josh Kiem, Theresa Renaldi, Gregg Rusk, David Somheil, Deepika Thiagarajan

Trustees Absent: Danielle Powers

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Joan Wrenn, Library Staff

APPROVAL OF MINUTES

Secretary De Frank made a

MOTION: to approve the minutes of the March 11, 2025 meeting

Vice President Renaldi seconded the motion

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

Abstain: Kiem

Absent: Powers

Motion passed

PROJECT UPDATES

Director Bertucci reviewed the project status memo appearing on page 13 of the packet noting the status of the three building projects currently underway.

The new second floor display case is currently being fabricated and is expected to be completed in early April.

The plan is to have the new display case and slat wall installed by May 1 so that information on the changes can be included in the next newsletter.

With regard to the Ice Melt System, Director Bertucci reported that after meeting with Andrew Jose from Green Associates, a third party will be employed, at no cost to the Library, to evaluate the functionality of the system.

Director Bertucci provided the committee with an update on the HVAC project. The Library's attorney has prepared the contracts and the expectation is that these will be executed by mid-April. An exterior storage unit has been rented to store equipment that will have to be removed from the mechanical rooms in order to accommodate the contractor's work.

OTHER

None

Meeting was adjourned at 8:00 p.m.

MINUTES

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

Held in the First Floor Meeting Room at the Library

April 8, 2025 at 7:00 p.m.

The meeting was called to order by President Thiagarajan at 7:00 p.m.

ROLL CALL

Trustees Present: Anita De Frank, Michael Donahue, Alexandra Hanba, Josh Kiem, Theresa Renaldi, Gregg Rusk, David Somheil, Deepika Thiagarajan

Trustees Absent: Danielle Powers

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Joan Wrenn, Library staff
Roxy Poluchowicz, Computer View, Inc.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

APPROVAL OF MINUTES

President Thiagarajan made a

MOTION: to approve the minutes of March 11, 2025

Trustee Somheil seconded the motion.

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

Abstain: Kiem

Absent: Powers

Motion passed

CYBERSECURITY PRESENTATION

Ms. Poluchowicz from the Library's IT management company Computer View, Inc. provided the annual cybersecurity presentation to the Board. Topics covered included the history of cybercrime, an overview of IT systems in place at PRPL and the security design related to those systems with additional information on network security. Discussion ensued among the Board and Ms. Poluchowicz as she responded to questions posed by several Board members.

TASK CALENDAR REVIEW AND UPDATE

Vice President Renaldi reviewed tasks on the calendar for the month of April, noting that all items for April have been completed or are in progress.

STRATEGIC PLANNING UPDATE

Director Bertucci reviewed the memo beginning on page 5 of the packet which details the recent activity with regard to strategic planning. She noted that during the week of April 14th, seven community engagement sessions will be held at the Library with approximately 70 participants expected to be in attendance. She stated that to date, approximately 1,750 responses have been received to the community survey and that the survey will remain open for one more week. Also noted was the planned Strategic Planning Retreat scheduled for June 2nd.

POLICY REVIEW

As part of the ongoing review of Library Board Policy, this month there are two policies that were tabled for further review after the March 11 Committee of the Whole meeting. These policies, Library Programs and

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Unpaid Internships, have been updated based on input received from the Board and now appear beginning on page 7 of the packet. The Library Programs policy has been reordered based on input from Trustee Donahue and the Unpaid Internships policy has been modified to extend the opportunity for internships to high school students.

Vice President Renaldi made a

MOTION: to approve revisions to the following policies: Library Programs, and Unpaid Internships

Trustee Somheil seconded the motion.

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

Absent: Powers

Motion passed

OTHER

None

Meeting closed at 7:50 pm

MINUTES

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Communications and Development Committee of the Whole Meeting of the Board of Trustees

April 8, 2025 at 7:00 p.m.

ROLL CALL

Trustees Present: Anita DeFrank, Michael Donahue, Alexandria Hanba, Josh Kiem, Theresa Renaldi, Gregg Rusk, David Somheil, Deepika Thiagarajan

Absent: Danielle Powers

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala and Joan Wrenn, Library Staff;

Trustee Somheil called the meeting to order at 8:00 p.m.

MINUTES

President Thiagarajan made a

MOTION: to approve the minutes of March 11, 2025

Vice President Renaldi seconded the motion.

Voice Vote: Yes: DeFrank, Donahue, Hanba, Renaldi, Rusk, Somheil, Thiagarajan

Abstain: Kiem

Absent: Powers

Motion passed

2024 ANNUAL REPORT

Director Bertucci directed the Board's attention to page 16 of the packet for the draft version of the 2024 Annual Report. Several suggestions for edits were made by the Board with an emphasis on clarifying language regarding the Library's financial information. Noted were the cost transfers from the City to the Library which have occurred in recent years as well as the significant investments that have been made to maintain the Library building. Those investments will continue with a \$1.9 million HVAC project being undertaken beginning later this year. It was the consensus of the Board that modifications be made to the draft report and that approval for this not be included on the Consent Agenda but rather will be discussed further at the April 15, 2025 meeting.

OTHER

None

The meeting was adjourned at 8:26 p.m.

ADJOURNMENT

There being no further business for the Committees' consideration;

Vice President Renaldi made a

MOTION: To adjourn the Committee of the Whole Meeting

Secretary De Frank seconded the motion

Voice Vote: All in favor

None opposed

Meeting was adjourned at 8:26 p.m.