

MINUTES

PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees

Held in Council Chambers

Park Ridge City Hall – 505 Butler Place

Park Ridge, IL 60068

May 20, 2025 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 DeFrank, Secretary Michael Donahue, Alexandria Hanba, Josh Kiem, Danielle Powers, Theresa Renaldi, Vice President; Gregg Rusk, Treasurer; David Somheil, Deepika Thiagarajan, President

Others Present: Joanna Bertucci, Library Director, Angela Berger, Jen 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. There were no requests for changes to the Consent Agenda.

The following items are included on the Consent Agenda:

- Approval of Minutes of the April 15, 2025 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register Period 4, April 16, 2025 in the amount of \$187,248.94 and Period 4, April 30, 2025 in the amount of \$201,803.22
- Approve Cash Statement for all accounts for April 2025
- Ratify disbursements from the Petty Cash Fund, \$94.87
- Approve revisions to the Security Cameras, Confidentiality of Patron Information, Persons Entitled to Borrowing Privileges, Teacher Cards, Student Cards, Circulation Materials/Schedule of Charges, Exploration Library/Schedule of Fees, and Interlibrary Loan policies
- Approve 2025-2028 Teacher card contract
- Approve 202-2028 Student card contract

Vice President Renaldi made a **motion**

MOTION: To approve the Consent Agenda

Trustee Powers seconded the motion

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

Motion passed

TREASURER'S REPORT

Treasurer Rusk reviewed the Consolidated YTD Revenue and Expenditures Report for FY25 Period 4 noting that with one-third of the year reported, all property tax receipts received to date have now been recorded and are 47% of budget for the year. With regard to operating expenses, salaries and benefits are at 27% of the YTD budget with total operating expenses at 29% of budget. Capital expenses remain at 1% of budget with large expenses for the HVAC project being incurred later in the fiscal year.

MINUTES

PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees

Held in Council Chambers

Park Ridge City Hall – 505 Butler Place

Park Ridge, IL 60068

May 20, 2025 at 7:00 p.m.

President Thiagarajan made a **motion**

MOTION: To approve the Consolidated year to Date Revenue and Expenditures Report for FY25 Period 4, April 2025

Vice President seconded the motion

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

Motion passed

PRESIDENT'S REPORT

President Thiagarajan stated that Trustees DeFrank, Kiem and Powers have expressed interest in serving on the Nominating Committee this year and she has appointed them to do so. The date and time for the meeting will be determined at a later date.

SECRETARY'S REPORT

Secretary DeFrank reviewed each of the PRPL website and press articles included in the Secretary's report beginning on page 32 of the packet. Highlighted was the press article on proposed funding cuts to the Institute of Museum and Library Services (IMLS) as well as the issuance of an RFP for Managed IT Services with responses due on or before June 16, 2025.

DIRECTOR'S REPORT

Director Bertucci provided highlights from the Director's Report beginning on page 34 of the packet and noted the following:

- Cook County property tax bills will be delayed. After doing an analysis of revenue and expenses, Director Bertucci determined that the Library would have adequate funding even if property tax receipts were delayed until year end.
- At last week's CCS consortium meeting, a new strategic plan was approved. Upcoming initiatives include implementing a new discovery layer for the catalog and continuing to add new members to the consortium.
- A Request for Proposal for Managed IT Services was issued on May 12 with a due date of June 16, 2025. A recommendation will be brought to the Board at the July Committee of the Whole meeting.
- ReThinking Libraries (RTL) delivered their findings book in advance of the June 2 Retreat Day. Any trustees not attending the retreat are encouraged to return the worksheet to submit their feedback prior to June 2.
- Other notable items include:
 - The Exploration Library display wall in the second floor lobby is installed and is being well used
 - The Library has an additional partnership with the Center of Concern as the Library will now be hosting their Dementia Caregivers Support Group
 - The Library's memory care collection will be renamed with a new logo designed to designate books in the collection

MINUTES

PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees

Held in Council Chambers

Park Ridge City Hall – 505 Butler Place

Park Ridge, IL 60068

May 20, 2025 at 7:00 p.m.

FRIENDS OF THE LIBRARY REPORT

Director Bertucci noted that the Friends had their most successful sale to date in May with sales of approximately \$8,700. Their next sale will be a pop-up sale during the Taste of Park Ridge. We continue to be extremely grateful for their ongoing support! The Friends annual meeting will be held on June 11 with Director Bertucci and Ms. Healy attending.

UNFINISHED BUSINESS

None

NEW BUSINESS

Director Bertucci reported that the Library's attorney is currently circulating agreements for signature for extension of the tolling agreement in place for the Ice Melt System project. All parties to the contract (PRPL, Green Associates, 20/10 Engineering and Engineered Services Inc. d/b/a Powerlink Electric) have agreed to the extension. In addition, Green Associates has contracted Building Technology Consultants (BTC) to conduct an independent assessment of the Ice Melt system.

Vice President Renaldi made a **motion**

MOTION: To approve a one-year extension of the tolling agreements originally executed in May 2024 between the Park Ridge Public Library and Green Associates, 20/10 Engineering and Engineered Services, Inc. d/b/a Powerlink Electric, as recommended by legal counsel

President Thiagarajan seconded the motion

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

Motion passed

ADJOURNMENT

Trustee Powers 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 7:24 p.m.