

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
May 13, 2025 at 7:00 p.m.

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

ROLL CALL

Trustees Present: Anita DeFrank, Michael Donahue, Alexandria Hanba, Josh Kiem, Danielle Powers, Theresa Renaldi, Gregg Rusk, David Somheil, Deepika Thiagarajan
Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Library Staff

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

APPROVAL OF MINUTES

Trustee Hanba made a

MOTION: to approve the minutes of the April 8, 2025 meeting

President Thiagarajan seconded the motion

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

Motion passed

PROJECT UPDATES

Director Bertucci reviewed the project status memo appearing on page 3 of the packet noting the status of the four building projects currently underway. Highlights include:

The new second floor display and slat wall are installed. Patrons can now select a tag for any item in the Exploration Library and take it to Patron Services to check the item out.

During preparation for the HVAC project, asbestos was discovered in the Library's first floor mechanical room. An abatement contractor has been retained to safely remove the material on May 27, at a cost of \$6,800. As the contamination is isolated to this specific area, no disruption to overall library operations during the abatement process is anticipated.

Director Bertucci and Mr. Priala met with representatives from Elara Engineering who reported that they are working with the City of Park Ridge to secure permits. The contractors have ordered the air handlers and boilers and will store and insure them in an offsite location until they are installed on premise.

With regard to the Ice Melt Roof System, a third party assessment of the system is being obtained and the Library's legal counsel is drafting one year extension agreements for the existing tolling agreements that will expire later this month. Approval of this extension will be included under New Business on the agenda for the May Library Board meeting.

OTHER

None

Meeting was adjourned at 7:11 p.m.

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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

May 13, 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, Danielle Powers, Theresa Renaldi, Gregg Rusk, David Somheil, Deepika Thiagarajan

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Library staff
Louis Kaufman

APPROVAL OF MINUTES

Trustee Somheil made a

MOTION: to approve the minutes of April 8, 2025

President Thiagarajan seconded the motion.

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

Motion passed

TASK CALENDAR REVIEW AND UPDATE

President Thiagarajan reviewed tasks on the Board calendar for the month of May. She noted that because she will be unable to attend the June committee meetings, the appointment of the Nominating Committee will be moved forward on the calendar to May. She asked that any trustee interested in serving on the Nominating Committee notify her of their interest before the May Board meeting.

STRATEGIC PLANNING UPDATE

Director Bertucci provided an update on the status of strategic planning noting that the planning retreat is scheduled for June 2nd with approximately 21 participants scheduled to attend. She further noted that the Board and retreat participants will receive the findings book being prepared by our consultants, ReThinking Libraries (RTL), prior to the retreat. In response to a question from Trustee Renaldi, Director Bertucci indicated that those trustees not attending the retreat will have an opportunity to submit their questions and feedback to RTL prior to June 2nd.

POLICY REVIEW

As part of the ongoing review of Library Board Policy, this month there are eight policies being reviewed. The memo on page 10 of the packet outlines the proposed edits to each of the policies under review. For all policies other than C6. Circulating Materials and C7. Exploration Library Circulating Equipment, no substantive changes are proposed. Discussion ensued among the Committee with regard to Policy C6 and C7 with Director Bertucci stating that the current policies are overly procedural and flexibility is needed going forward without having to make each change at the policy level. As a result, the proposed changes to these two policies simplify the content and wording of the existing policies.

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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

May 13, 2025 at 7:00 p.m.

Vice President Renaldi made a

MOTION: to approve revisions to the following policies, as amended:

- Security Cameras
- Confidentiality of Patron Information
- Persons Entitled to Borrowing Privilege
- Teacher Cards
- Student Cards
- Circulation Materials/Schedule of Charges
- Exploration Library/Schedule of Feeds
- Interlibrary Loan

Treasurer Rusk seconded the motion.

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

Motion passed

APPROVE TEACHER CARD AND STUDENT CARD CONTRACTS FOR 2025-2028

The Library currently offers Student Library Cards and Teacher Library Cards through letters of agreement between the Library and each participating school. These agreements are renewed every three years. The agreements provide teacher cards to teachers at all participating schools in the City of Park Ridge and student cards to students attending Park Ridge schools that are not Park Ridge residents.

President Thiagarajan made a

MOTION: to approve the Teacher Card agreement for the 2025/26 through the 2027/28 school year
AND to approve the Student Card agreement for the 2025/26 through the 2027/28 school year

Trustee Hanba seconded the motion.

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

Motion passed

OTHER

None

Meeting closed at 7:43 pm

ADJOURNMENT

Trustee Rusk made a

MOTION: To adjourn the Committee of the Whole meetings

Vice President Renaldi seconded the motion

Voice Vote: All in favor

Motion passed

Meeting adjourned at 7:44 pm

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