

## 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

June 17, 2025 at 7:00 p.m.

#### CALL TO ORDER

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

#### ROLL CALL

Trustees Present: Anita DeFrank, Secretary, Alexandra Hanba, Josh Kiem, Danielle Powers, Theresa Renaldi, Vice President; Gregg Rusk, Treasurer; David Somheil

Trustees Absent: Michael Donahue, Deepika Thiagarajan, President

Others Present: Joanna Bertucci, Library Director, Angela Berger, Lauren Bochat, Staci Greenwald, Anastasia Rachmaciej, Laura Scott; Library Staff  
Louis Kaufman

#### PUBLIC COMMENT ON NON-AGENDA ITEMS

None

#### LIBRARY STAFF PRESENTATION

Anastasia Rachmaciej, Patron Services Manager, began making a presentation on the services and functions performed by Patron Services staff at the Library. Due to technical difficulties with the presentation software at City Hall, the presentation will be rescheduled for the next Committee of the Whole meeting to be held on July 8, 2025 at the Library

#### CONSENT AGENDA

Vice President Renaldi 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 May 20, 2025 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register Period 5, May 16, 2025 in the amount of \$272,422.07 and Period 5, May 30, 2025 in the amount of \$153,743.40
- Approve Cash Statement for all accounts for May 2025
- Ratify disbursements from the Petty Cash Fund, \$20.98 and Gift Fund, \$650.00
- Approve the 2025 Non-resident Library Card fee and resolution
- Approve the FY25/26 CCS and OCLC annual fees

Trustee Hanba made a **motion**

**MOTION:** To approve the Consent Agenda

Secretary DeFrank seconded the motion

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

Absent: Donahue, Thiagarajan

**Motion passed**

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#### TREASURER'S REPORT

Treasurer Rusk directed the Board's attention to page 15 of the packet and the Consolidated YTD Revenue and Expenditures Report for FY25 Period 5. With 42% of the year expired, Treasurer Rusk noted that virtually all first installment property tax receipts have been received and recorded and are 50% of budget for the year.

With regard to operating expenses, salaries are at 39% of the YTD budget with total operating expenses also at 39% of budget and library resources currently at 43% of budget. Capital expenses remain at 1% of budget with large expenses for the HVAC project being incurred later in the fiscal year.

Treasurer Rusk made a **motion**

**MOTION:** To approve the Consolidated Year to Date Revenue and Expenditures Report for FY25 Period 5, May 2025

Vice President Renaldi seconded the motion

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

Absent: Donahue, Thiagarajan

**Motion passed**

#### PRESIDENT'S REPORT

None

#### SECRETARY'S REPORT

Secretary DeFrank reviewed each of the PRPL website and press articles included in the Secretary's report beginning on page 17 of the packet. Highlighted was the PRPL website article on a local student's bird watching research which was contributed to the Bird Watching kit that is part of the Library's Exploration Library. Also of note was the press article on the hidden costs to libraries of eBooks and eAudiobooks.

#### DIRECTOR'S REPORT

Director Bertucci provided highlights from the Director's Report beginning on page 19 of the packet and noted the following:

- Last week the City of Park Ridge issued a call for candidates for openings on the Library Board for the next term. Given the likely timing of the process of naming new trustees, the Nominating Committee meeting to approve Library Board officers has been postponed until August 12, 2025, prior to the August Committee of the Whole meetings.
- Deputy Chief Ware of the Park Ridge Police Department attended a meeting of the library's Youth Services Department to discuss strategies for working with the increased number of youth in the building during the summer months. As a result of this meeting, new strategies and procedures have been developed to address challenging behaviors presented by some young visitors.
- A draft version of the Library's FY24 audit report has been received. Director Bertucci will be scheduling the audit presentation for the Board at a future date.
- The HVAC project is underway with boiler demo taking place this week. It is anticipated that new boilers will be installed by the end of July and that impact to patrons and staff during this phase of the project will be minimal as work is confined to the mechanical room.
- Since the relaunch of the Exploration Library's (EL) display board in the second floor lobby, Ms. Rachmaciej has generated reports on EL circulation that indicate a 133% increase in materials

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circulation. Trustees Kiem and Rusk provided ideas for promotion of the EL collections based on ideas used at other libraries. Director Bertucci noted these suggestions.

**FRIENDS OF THE LIBRARY REPORT**

Director Bertucci noted that the Friends' next sale will be a pop-up sale during the Taste of Park Ridge. Director Bertucci and Ms. Healy attended the Friends Board meeting on June 11 and the Friends generously agreed to support an additional \$1,000 donation for the purchase of Youth Services Summer Reading Club prize books. The Library continues to be extremely grateful for all of their support.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURNMENT**

Trustee Kiem made a

**MOTION:** To adjourn the meeting

Trustee Powers seconded the motion

Voice Vote: Yes: All in favor

**Motion passed**

The meeting adjourned at 7:27 p.m.