



Notice is hereby given that the following Committees of the Library Board will meet in the
First Floor Meeting Room of the Park Ridge Public Library
20 S. Prospect Avenue, Park Ridge, IL
On the date and time below

All meetings are open to the public according to the provisions of the Illinois Open Meetings Act. For additional information, or to request accommodations, please contact Library Administration.

LIBRARY COMMITTEE AGENDAS
BOARD OF TRUSTEES
Tuesday, June 10, 2025 – 7 p.m.
All committees are committees-of-the-whole unless noted

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT ON NON-AGENDA ITEMS

STAFF PRESENTATION: Anastasia Rachmaciej, Patron Services Manager

BUILDING & GROUNDS – Powers, Chair

1. Approve Minutes of May 13, 2025
2. Project updates
3. Other

PLANNING & OPERATIONS – Kiem & Renaldi, Co-Chairs

1. Approve Minutes of May 13, 2025
2. Task calendar review
3. Non-resident Library Card resolution
4. CCS and OCLC Annual Fees
5. Strategic Planning update
6. Other

NO MEETINGS: BUDGET & FINANCE, COMMUNICATIONS & DEVELOPMENT, NOMINATING, PERSONNEL, RESOURCES

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, 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.



Memorandum

Memo Date: June 4, 2025
From: Joanna Bertucci, Library Director
 John Priala, Facility Manager
Meeting Type: Building & Grounds Committee of the Whole
Meeting Date: June 10, 2025
Subject: Building Project Updates

Project	
HVAC Replacement Project	Permits were issued by the City of Park Ridge on Thursday, May 29, 2025. We are awaiting the project schedule from the mechanical contractor. The first phase of the project will be the boiler replacement, which will be completed by September 1. This is the least disruptive phase for the public as all the work will take place in the mechanical room.
Asbestos Abatement	Abatement was completed on May 27. The removal was seamless and staff have been relocated to the mechanical room.

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

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, 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
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.

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

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



BOARD OF TRUSTEES – ANNUAL TASK CALENDAR FY25

JANUARY 2025

- ✓ Policy review
- ✓ Strategic Planning process begins

FEBRUARY 2025

- ✓ Budget carryforwards from FY24
- ✓ Statistical collection review and discussion

MARCH 2025

- ✓ Annual Library Certification due to State Library
- ✓ Receive FY Annual report (IPLAR)
- ✓ Library Award review and decision
- ✓ Policy review
- ✓ 3/18: Board/Director Strategic Plan Engagement session

APRIL 2025

- ✓ National Library Week 4/6-4/12
- ✓ Library Award Presented at 4/15 Board Meeting
- ✓ Receive FY24 Annual report (Marketing)
- ✓ Cyber security presentation – April COW Mtg.

MAY 2025

- ✓ Statement of Economic Interest due to Cook County
- ✓ FY24 audit field work
- ✓ Nominating committee appointments, 5/20
- ✓ Policy review

JUNE 2025

- ✓ Strategic Plan Retreat Day, 6/2
- Approve CCS and OCLC annual fees
- Approve Non-resident library card resolution

JULY 2025

- ***Nominating Cttee. Meeting Tues. 7/15 @ 6PM***
- B&F check-in/levy forecast
- Discuss FY26 budget goals and levy forecast
- Annual trustee and staff anti-harassment training
- First draft of high level strategic plan

AUGUST 2025

- Welcome new and reappointed trustees
- Election of officers
- Approve FY26 salary plan
- Review budget assumptions for City-provided services
- New Trustee orientation
- FY24 Audit presentation

SEPTEMBER 2025

- Board committee chairs assigned
- Review FY26 draft budget
- Approve 2025 Levy request
- Recognize former trustees
- Personnel Committee: Library Director Evaluation form

OCTOBER 2025

- *National Friends of the Library week*
- Approve FY26 Operating budget
- Per Capita Grant requirements assigned

NOVEMBER 2025

- City Council Budget Workshop
- Review Per Capita Grant requirements
- Approve 2026 Days Closed schedule
- Library Director annual review – closed session
- Semiannual closed session minutes review
- Policy review

DECEMBER 2025

- Approve Per Capita Grant request
- City Council Approves Budget & Levy
- Library Director annual review

Updated: June 4, 2025



Memorandum

Memo Date: May 28, 2025
From: Joanna Bertucci, Library Director
Meeting Type: Planning & Operations Committee of the Whole
Meeting Date: June 10, 2025
Action Requested: For approval
Subject: Non-resident Library Card fee

Background:

The Library sells library cards to non-residents that live in areas not taxed for public library service as per [23 Ill. Admin Code 3050.60](#) of the State of Illinois Administrative Code. Cards purchased by non-residents provide all of the privileges of a resident library card and can be used at other libraries within the CCS library system. The fee is determined using a mathematical formula provided by the State to calculate a fee equivalent to the average local tax support.

The State requires the Library Board of Trustees to annually review the fee for a Non-Resident Library Card and authorize the sale of Library cards to non-residents.

The statute allows libraries to calculate their non-resident library card annual fee based on a general mathematical formula that divides the Library's total anticipated tax income by the local population. The average tax revenue per capita figure is then multiplied by the average household size to determine the final rate. All population estimates must be based on the most recent Federal Census Data. Based on this calculation, the Non-Resident Card Fee effective July 1, 2025 is **\$278.00**

Non Resident Library Card - General Mathematical Formula Calculation - July 1, 2025 – June 30, 2026	
Estimate Library Income from Local Property Tax Sources – FY24	\$4,309,176 ¹
2020 Census Data – Population	39,656
Tax Revenue Per Capita	\$108.66
2020 Census Data – Average household size	x 2.56
Non-resident fee	= \$278.18

Recommended Motion:

1. Approve a *Non-Resident Library Card Fee* of \$278 for qualified non-residents, effective July 1, 2025.

Attachment:

- 2025 Park Ridge Public Library Non-Resident Library Card Resolution

¹ This estimate includes Property tax levy and PPRT

**2025 ANNUAL RESOLUTION
AUTHORIZING PUBLIC LIBRARY NON-RESIDENT CARDS**

Whereas, the Park Ridge Public Library is a tax-supported public library; and

Whereas, people residing within the jurisdictional boundaries of the Park Ridge Public Library pay taxes to support the Library, and so need pay no additional fee to be eligible to receive a library card; and

Whereas, Section 5/4-7(12) of the Local Library Act stipulates that "A person residing outside of a public library service area must apply for a non-resident card at the public library located closest to the person's principal residence"; and

Whereas, the Office of the Illinois Secretary of State has issued regulations defining the "closest public library" and also providing three formulae which public libraries can use to determine the non-resident fee; and

Whereas, the Library Board of Trustees of the Park Ridge Public Library has determined for the period commencing July 1, 2025 and ending June 30, 2026, to participate in the non-resident reciprocal borrowing program of its regional library system and to issue non-resident library cards;

NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE LIBRARY BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY as follows:

Section 1: Individuals residing beyond the jurisdictional boundaries of the Park Ridge Public Library whose closest public library is the Park Ridge Public Library, and not residing within the boundaries of another public library and owning or leasing no taxable property within the jurisdictional boundaries of the Park Ridge Public Library, may purchase a one year nonresident fee card for the price of \$278.00 effective July 1, 2025, calculated by the General Mathematical Formula (23 Ad. Code 3050.60(a)),

Section 2: Individuals residing beyond the jurisdictional boundaries of the Park Ridge Public Library, but owning or leasing (as an individual, a partner, the principal stockholder, or other joint owner) taxable property within jurisdictional boundaries of the Park Ridge Library, or serving as a Senior Administrative Officer of a firm, business or other corporation owning or leasing taxable property within the jurisdictional boundaries of the Park Ridge Public Library, notwithstanding anything to the contrary in this Resolution, may obtain a non-resident library card without payment of the non-resident fee upon presentation of the most recent tax bill upon that taxable property. Each non-resident library card issued pursuant to this Section is limited to the exclusive use of the individual whose name appears on its face.

Section 3: The President of the Library Board of Trustees shall notify the regional library system in writing within 30 days of the adoption of this Resolution, stating (a) the effective date of this Resolution, (b) the beginning and ending dates of the 12-month period of validity for non-resident library cards issued pursuant to this Resolution, and (c) the fee formula as set forth herein.

Section 4: The Park Ridge Public Library shall continue to honor all non-resident library cards heretofore issued by the Library, for the full term of purchase.

Section 5: The Park Ridge Public Library shall cooperate with other participating area public libraries, the regional library system and adjacent regional library systems to determine the appropriate non-resident service areas, as stated in 23Ad. Code 3050.25.

Section 6: The policy of the Park Ridge Public Library for service to non-residents, including a description of the Library's service areas and the methods of calculating fees, shall be available for public inspection at the Library.

Section 7: A valid non-resident library card issued by the Park Ridge Public Library pursuant to this Resolution shall accord a non-resident library cardholder all the services which this Library provides to its residents, including reciprocal borrowing privileges.

Section 8: No non-resident is eligible to receive a "local use" library card from the Park Ridge Public Library.

ADOPTED this 17th day of June 2025, by a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by the Vice President and Library Board of Trustees of the Park Ridge Public Library.

Theresa Renaldi, Vice President, Library Board of Trustees

ATTEST:

Anita DeFrank, Secretary, Library Board of Trustees



Memorandum

Memo Date: May 28, 2025
From: Joanna Bertucci
Meeting Type: Planning & Operations Committee of the Whole
Meeting Date: June 10, 2025
Action Requested: For approval
Subject: FY 25-26 CCS and OCLC fees

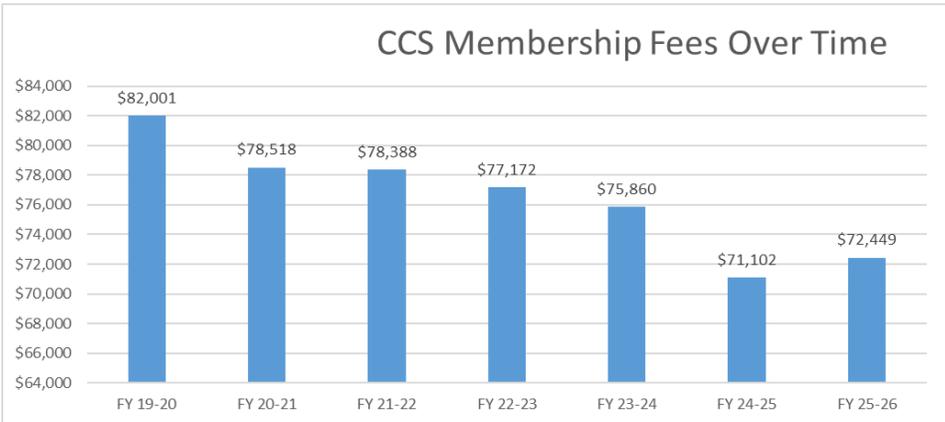
Background:

In 2002, the Library entered into an Intergovernmental Agreement with Cooperative Computer Services, Inc. (CCS), a consortium now 31 public libraries strong, that joined together to provide cost effective online circulation and cataloging services to member libraries. Established in 1975, each member library pays a portion of the cost for these services. Database management is shared among the member libraries and library users at all 31 libraries may easily view the holdings of other member libraries and automatically request materials from those libraries. In September 2025, Vernon Area Public Library District will go live in CCS as its 32nd library. Executive Director, Rebecca Malinowski, is currently preparing proposals for Wauconda Public Library and Rolling Meadows Public Library Boards. If accepted one or both of these libraries would go live in fall 2026.

Annually in May, the CCS Governing Board adopts the fees assessed to members for the upcoming fiscal year based on CCS staff calculations. CCS also negotiates group pricing for OCLC membership, providing access to worldwide library catalogs and collections. All member Library Directors sit on the CCS Governing Board and staff serve on advisory groups. I am currently serving as Governing Board President and will serve as Past President for FY 25-26.

The CCS annual membership fee is calculated by having 75% of the total billings split evenly among members with the remaining 25% split proportionately among members based on their adjusted income. This is calculated by using the Average Adjusted Income 2021-2023, tax income as documented with county treasurers, less any applicable long term capital debt. Adjusted income for all libraries is compiled, and each library’s percentage of the whole is determined. This percent of the whole is applied to the proportionate amount to determine the library’s share.

The Library’s annual CCS fee for FY25-26 is \$57,526.25, reflecting a 1.86% increase over FY24-25. As shown in the chart below, our CCS fees have experienced a cumulative 13.3% decrease from July 2019 to June 2025. This overall reduction is largely due to the addition of new member libraries, including Morton Grove, Indian Trials (Wheeling), Grayslake, Mount Prospect, Palatine, and Warren-Newport.





Memorandum

This year's modest increase is driven by the consortium's purchase of OrangeBoy, a data analytics tool designed to provide more robust, real-time insights. Since I began at PRPL in 2021, the CCS Governing Board has consistently advocated for enhanced data tools to support more informed decision-making. In addition to the new analytics platform, CCS plans to hire a dedicated data analyst to further assist member libraries.

Looking ahead, CCS is estimating annual fee increases of approximately \$3,000 to \$4,500 per library through 2031 as part of its long-term planning and investment in shared services.

OCLC estimates assume a 5% increase over last year's fees. When we receive the actual increase for the OCLC Group Services contract, the fees will be adjusted to reflect actual OCLC costs and libraries will be notified. OCLC costs are split proportionately based on member libraries' materials budgets, including eContent for which records are in the database. Changes in budgets and changes in eContent practices can result in fluctuations in fees. The Library's estimate is \$14,922.86, a 2% increase. To allow for cushion, **I am recommending that the Board approve OCLC fees not to exceed \$16,000.**

Motion:

To approve annual CCS consortium membership fees of \$57,526.25 and OCLC membership fees not to exceed \$16,000 for July 2025 through June 2026.

Attachments:

Intergovernmental Agreement between the Library and CCS
CCS Membership and OCLC fees by library 2025-2026

INTERGOVERNMENTAL AGREEMENT
FOR LIBRARY COMPUTER SERVICES

WHEREAS, each of the Libraries listed on Exhibit A to this Agreement is either a local library established pursuant to the Local Library Act, 75 ILCS 5/ 1-0.1, et seq., or a public library district established pursuant to the Public Library District Act, 75 ILCS 16/ 1-1 et seq.; and

WHEREAS, pursuant to Article VII, Sec. 10 of the Illinois Constitution of 1970 and to the Intergovernmental Agreement Act, 5 ILCS 220/ 1 et seq., and to the respective statutes pursuant to which each of the said Libraries is established, the Board of Trustees of each of the said Libraries is empowered and authorized to enter into intergovernmental contracts and agreements for library services; and

WHEREAS, the Libraries which are signatories to this Agreement wish to cooperate jointly and mutually among themselves to provide library automation and library computer services;

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants and agreements herein contained, and in further consideration of the execution of this Agreement by any one or more of the other Libraries listed on Exhibit A, the Library whose signature is set forth below hereby agrees as follows:

1. There is hereby created and established an intergovernmental entity to be known as the Cooperative Computer Services, a body politic and corporate ("CCS"), which shall be the administrative entity formed to carry out the joint and cooperative undertakings of this Agreement.
2. CCS shall be comprised of each of the Libraries which are signatories to this Agreement, each of which Libraries shall be designated a "Member" of CCS.
3. The affairs of CCS shall be conducted by a Governing Board, which shall be composed of one representative from each of its Members.
4. Each representative to the Governing Board of CCS shall be appointed by the Board of Trustees of the Member from among the Trustees of such Member or its head librarian. Each such representative shall have such authority and power as shall be conferred by the appointing Member.
5. CCS may exercise any power, privilege, or authority, consistent with its bylaws, which may be exercised by any of its Members, and may perform any governmental service, activity, or undertaking which any of the parties hereto is authorized by law to perform.
6. The Governing Board of CCS shall adopt bylaws consistent with law and with

this Agreement to govern its operation, which bylaws shall include, among other things, provisions dealing with election of officers, meetings, voting, contracts, budgeting, receipt and expenditure funds, ownership of real and personal property, operational services, employment of staff, assessment of fees, establishment and termination of membership, and dissolution.

7. This Agreement shall become effective and binding upon and inure to the benefit of the Libraries signing this Agreement, and their respective successors and assigns, as of the date of execution by any two (2) or more of the Libraries listed on Exhibit A; provided, however, that this Agreement shall be null and void ab initio unless by September 22, 1987, not less than less than twenty-three (23) of the Libraries listed on Exhibit A attached hereto have so signed.
8. Cooperative Computer Services, an intergovernmental entity established pursuant to the Illinois Constitution and statues, shall provide Social Security coverage to its employees. The Governing Board shall enter into a Section 218 Agreement on behalf of the employees of CCS pursuant to Section 218 of the Social Security Act (42 U.S.C. 418) by entering into a coverage agreement with the Social Security Division of the Illinois State Employees' Retirement System, in accordance with Article 21 of the Illinois Pension Code (40 ILCS 5/21-101). The Governing Board is authorized to take such other and further action as may be necessary or desirable to provide and maintain Social Security coverage to the employees of CCS.

IN WITNESS WHEREOF, the Library whose signature is set forth below, acting under authority of its Board of Trustees, has caused this Agreement to be duly executed. This Agreement shall be executed in several counterparts, each of which shall be signed by one Member Library, and each separate Agreement and all such collectively constitute one original.

Park Ridge

PUBLIC LIBRARY

BY: M. Tighe Mary Beth Tighe
ITS PRESIDENT

ATTEST:

BY: Mary T. Gormley Mary Teresa Gormley
ITS SECRETARY

APPROVED THIS 16 DAY OF April, 2002

Library	FY 24-25			FY 25-26			Quarterly CCS Invoice	Quarterly OCLC Invoice	Total Quarterly Invoice	Total Change	% Change
	CCS			Adjusted OCLC							
	Membership	OCLC Fee	Total	CCS Membership	Estimate	Total					
Algonquin Area PLD	\$61,963.45	\$16,497.47	\$78,460.92	\$63,255.46	\$18,510.93	\$81,766.39	\$15,813.87	\$4,627.73	\$20,441.60	\$3,305.48	4.04%
Cary Area PLD	\$50,687.09	\$6,522.08	\$57,209.17	\$51,942.32	\$7,045.11	\$58,987.43	\$12,985.58	\$1,761.28	\$14,746.86	\$1,778.26	3.01%
Crystal Lake PL	\$58,740.66	\$9,952.37	\$68,693.02	\$59,924.94	\$9,379.05	\$69,303.99	\$14,981.24	\$2,344.76	\$17,326.00	\$610.96	0.88%
Des Plaines PL	\$63,027.28	\$23,071.10	\$86,098.38	\$63,894.25	\$23,060.72	\$86,954.97	\$15,973.56	\$5,765.18	\$21,738.74	\$856.59	0.99%
Ela Area PLD	\$63,523.73	\$17,468.10	\$80,991.83	\$64,834.62	\$19,434.33	\$84,268.95	\$16,208.65	\$4,858.58	\$21,067.24	\$3,277.12	3.89%
Evanston PL	\$65,798.87	\$22,641.34	\$88,440.21	\$66,943.94	\$23,664.75	\$90,608.68	\$16,735.98	\$5,916.19	\$22,652.17	\$2,168.47	2.39%
Fox River Valley PLD	\$55,749.54	\$9,983.69	\$65,733.22	\$57,028.18	\$10,387.48	\$67,415.66	\$14,257.04	\$2,596.87	\$16,853.91	\$1,682.44	2.50%
Fremont PLD	\$58,513.85	\$11,490.54	\$70,004.39	\$59,888.11	\$12,251.93	\$72,140.04	\$14,972.03	\$3,062.98	\$18,035.01	\$2,135.65	2.96%
Glencoe PL	\$52,458.80	\$7,020.64	\$59,479.44	\$53,770.39	\$7,398.73	\$61,169.12	\$13,442.60	\$1,849.68	\$15,292.28	\$1,689.68	2.76%
Glenview PL	\$68,002.70	\$18,737.03	\$86,739.73	\$70,780.67	\$20,297.73	\$91,078.41	\$17,695.17	\$5,074.43	\$22,769.60	\$4,338.68	4.76%
Grayslake Area PLD	\$54,211.63	\$10,480.02	\$64,691.65	\$55,474.32	\$11,025.55	\$66,499.87	\$13,868.58	\$2,756.39	\$16,624.97	\$1,808.22	2.72%
Highland Park PL	\$59,756.59	\$11,823.72	\$71,580.31	\$60,628.30	\$11,431.56	\$72,059.85	\$15,157.07	\$2,857.89	\$18,014.96	\$479.54	0.67%
Huntley Area PL	\$57,623.10	\$9,206.57	\$66,829.67	\$58,812.88	\$9,606.41	\$68,419.29	\$14,703.22	\$2,401.60	\$17,104.82	\$1,589.62	2.32%
Indian Trails PLD	\$67,154.63	\$17,658.33	\$84,812.96	\$69,186.27	\$17,017.48	\$86,203.75	\$17,296.57	\$4,254.37	\$21,550.94	\$1,390.79	1.61%
Lake Forest Library	\$57,204.59	\$13,429.89	\$70,634.48	\$58,366.31	\$13,874.29	\$72,240.60	\$14,591.58	\$3,468.57	\$18,060.15	\$1,606.12	2.22%
Lake Villa DL	\$58,267.92	\$12,962.46	\$71,230.38	\$59,054.49	\$14,591.78	\$73,646.28	\$14,763.62	\$3,647.95	\$18,411.57	\$2,415.89	3.28%
Lincolnwood PLD	\$52,662.94	\$6,131.42	\$58,794.36	\$53,950.32	\$6,636.52	\$60,586.84	\$13,487.58	\$1,659.13	\$15,146.71	\$1,792.48	2.96%
McHenry PLD	\$54,575.60	\$8,140.09	\$62,715.69	\$55,822.50	\$8,025.88	\$63,848.38	\$13,955.63	\$2,006.47	\$15,962.09	\$1,132.69	1.77%
Morton Grove PL	\$55,045.65	\$6,758.02	\$61,803.66	\$56,202.76	\$6,585.47	\$62,788.23	\$14,050.69	\$1,646.37	\$15,697.06	\$984.56	1.57%
Mount Propsect PL	\$58,221.24	\$19,572.09	\$77,793.33	\$77,968.48	\$21,224.67	\$99,193.14	\$19,492.12	\$5,306.17	\$24,798.29		
Niles-Maine DL	\$62,833.19	\$18,767.56	\$81,600.75	\$61,923.59	\$18,079.65	\$80,003.25	\$15,480.90	\$4,519.91	\$20,000.81	(\$1,597.50)	-2.00%
Northbrook PL	\$70,051.11	\$22,611.66	\$92,662.77	\$71,443.56	\$23,616.27	\$95,059.83	\$17,860.89	\$5,904.07	\$23,764.96	\$2,397.06	2.52%
Palatine PLD	\$71,331.86	\$23,956.04	\$95,287.91	\$72,174.82	\$19,908.93	\$92,083.75	\$18,043.70	\$4,977.23	\$23,020.94	(\$3,204.16)	-3.48%
Park Ridge PL	\$56,474.51	\$14,627.81	\$71,102.33	\$57,526.25	\$14,922.86	\$72,449.11	\$14,381.56	\$3,730.72	\$18,112.28	\$1,346.78	1.86%
Prospect Heights PLD	\$55,623.35	\$6,027.67	\$61,651.02	\$57,012.27	\$6,450.28	\$63,462.55	\$14,253.07	\$1,612.57	\$15,865.64	\$1,811.52	2.85%
Round Lake Area PLD	\$54,013.10	\$9,230.47	\$63,243.57	\$55,254.49	\$10,368.46	\$65,622.95	\$13,813.62	\$2,592.12	\$16,405.74	\$2,379.38	3.63%
Vernon Area PLD	\$-	\$-	\$-	\$58,563.69	\$16,524.95	\$75,088.64					
Warren-Newport PLD	\$63,953.73	\$12,020.95	\$75,974.67	\$63,317.73	\$12,790.36	\$76,108.09	\$14,640.92	\$3,197.59	\$17,838.51	\$133.42	0.18%
Waukegan	\$44,228.10	\$9,629.46	\$53,857.56	\$57,840.21	\$9,953.41	\$67,793.62	\$15,829.43	\$2,488.35	\$18,317.79		
Wilmette PLD	\$61,418.95	\$19,211.61	\$80,630.56	\$62,645.67	\$22,093.34	\$84,739.01	\$14,460.05	\$5,523.34	\$19,983.39	\$4,108.46	4.85%
Winnetka PLD	\$57,980.09	\$11,795.53	\$69,775.62	\$59,043.78	\$13,217.67	\$72,261.45	\$15,661.42	\$3,304.42	\$18,965.84	\$2,485.83	3.44%
Zion-Benton PLD	\$51,798.51	\$6,574.29	\$58,372.80	\$53,059.08	\$6,808.05	\$59,867.13	\$14,760.94	\$1,702.01	\$16,462.96	\$1,494.33	2.50%
	\$1,822,896.36	\$414,000.00	\$2,236,896.36	\$1,947,534.63	\$446,184.62	\$2,393,719.25					



Memorandum

Memo Date: June 4, 2025
From: Joanna Bertucci, Library Director
Meeting Type: Planning & Operations Committee of the Whole
Meeting Date: June 10, 2025
Action Requested: For information and discussion
Subject: Strategic Planning Retreat Recap

On Monday, June 2, the Library hosted the culminating retreat for our Strategic Plan process. The full-day session brought together a broad cross-section of stakeholders who have been actively engaged throughout the planning process. We were pleased to have 23 participants join us for this important final step.

Library Board Participants:

1. Mike Donahue
2. Alex Hanba
3. Josh Kiem
4. Gregg Rusk

Library Staff Participants:

5. Angela Berger, Assistant to the Director
6. Joanna Bertucci, Library Director
7. Catherine Dudley, Children's Outreach Librarian
8. Jen Healy, Marketing and PR Manager
9. Samantha Menard, Assistant Patron Service Manager
10. Dawn Pahlke, Technical Services Acquisitions Clerk
11. John Priala, Facility Manager
12. Laura Scott, Adult Services Manager
13. Sarah Vessalo, Adult Programming Librarian

Civic and Education Representation:

14. Jim Hanlon, local business owner and Zoning Board of Appeals Commissioner
15. Chris Lilly, School District 64 Director of Communications
16. Chris Lipman, City of Park Ridge Finance Director
17. Lauren Rapisand, 6th Ward Alderperson and *newly appointed Library Board Liaison to City Council*

Community Members:

18. Russ Gentile
19. Briana Jarnagin
20. Mo Khan
21. Jodi Koslow Martin
22. Lauren Maloney
23. Donna Sitkiewicz, Marion's Mark Founder



Memorandum

Throughout the day, participants engaged in thoughtful discussion and analysis of the data and feedback gathered over the past several months. Conversations focused on drafting an updated mission and vision statement and refining the Library's core values to reflect the community's evolving needs.

Following these discussions, participants worked in small groups to brainstorm and identify areas of growth and opportunity for the Library based on data and themes presented in the *Findings Book*. The top 12 themes that emerged from these conversations include:

1. Launch a Library app to improve user access and experience
2. Create and support a Foundation to enhance fundraising and long-term financial sustainability
3. Expand the Library of Things collection to meet growing community interest
4. Further invest in marketing and community awareness efforts
5. Explore opportunities to expand Library square footage
6. Expand meeting room and study space options for individuals and groups
7. Improve internal and external signage for wayfinding and visibility
8. Right-size collections to better align with current usage patterns
9. Target programs and services to young adults, both with and without children
10. Increase staff support, development, and empowerment
11. Provide social worker and mental health resources and support for patrons
12. Create dedicated spaces and services for tweens

Over the next 4–6 weeks, Rob Cullin and Janet Nelson of ReThinking Libraries will incorporate this feedback and work on drafting a high-level strategic plan. A draft plan will be presented to the Library Board for review and approval later this summer.

Thank you to all who participated and for the Board's continued support throughout this process.