

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
August 19, 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, Michael Donahue, Kevin Haggerty, Briana Jarnagin, Josh Kiem, Danielle Powers, Theresa Renaldi, Gregg Rusk, Deepika Thiagarajan

Trustee Absent: None

Others Present: Joanna Bertucci, Library Director, Laura Scott, Joan Wrenn; Library Staff Alderperson Lauren Rapisand, Louis Kaufman

ELECTION OF OFFICERS

President Thiagarajan made a

MOTION: to nominate Trustee Kiem, to act a President Pro-tem for the election of officers.

Trustee Renaldi seconded the motion.

Roll Call Vote: Yes: De Frank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Rusk, Thiagarajan

Motion passed

Trustee Kiem reported that the Nominating Committee, of which he is a member along with Trustees DeFrank and Powers, met on August 12, 2025 to discuss the slate of officers for the upcoming year. The Committee agreed on the following slate of nominees for officers for the 2025-26 term:

- President: Theresa Renaldi
- Vice President: Danielle Powers
- Secretary: Josh Kiem
- Treasurer: Michael Donahue

Trustee Kiem asked if there were other nominees from the floor. There were none. There being no nominations or discussion from the floor, Trustee Kiem declared the nominations closed.

Trustee Kiem then asked for a motion to approve the slate for the four officer positions.

Trustee Kiem made a

MOTION: to elect the following slate of officers for the 2025-2026 term:

- President: Theresa Renaldi
- Vice-President: Danielle Powers
- Secretary: Josh Kiem
- Treasurer: Michael Donahue

Trustee Powers seconded the motion.

Roll Call Vote: Yes: De Frank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Rusk, Thiagarajan

Motion passed

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President Renaldi proceeded with the remainder of the meeting's agenda.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

CONSENT AGENDA

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 July 15, 2025 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register Period 7, July 16, 2025 in the amount of \$161,778.68 and Period 7, July 31, 2025 in the amount of \$142,689.36
- Approve Cash Statement for all accounts for July 2025
- Ratify disbursements from the Petty Cash Fund, \$54.93 and Gift Fund, \$450.00
- Approve purchase of Lenovo PCs for \$145,860.92, including \$24,000 for installation and configuration work, to be performed by OSG using funds provided by the Bruce A. Michel Trust for Library Technology Improvements.
- Approve the FY26 Salary Budget of \$2,739,000, which includes \$112,100 allocated across the following areas: \$86,000 for 3.5% average merit pool increases, \$10,100 for one-time merit bonuses and adjustments based on updated pay grade/scale and \$16,000 for a NEW part time (18 hour) Maker Space Associate.

Trustee Thiagarajan made a **motion**

MOTION: To approve the Consent Agenda

Trustee DeFrank seconded the motion

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Rusk, Thiagarajan

Motion passed

TREASURER'S REPORT

Treasurer Donahue directed the Board's attention to page 19 of the packet and the Consolidated YTD Revenue and Expenditures Report for FY25 Period 7. With 58% of the year expired, Treasurer Donahue noted that revenues are at 49% of budget for the year. With regard to operating expenses, salaries are at 54% of the YTD budget with total operating expenses at 52% of budget and library resources currently at 47% of budget. Capital expenses are at 2% of budget with large expenses for the HVAC project being incurred later in the fiscal year.

Trustee Rusk made a **motion**

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for FY25 Period 7, July 2025

Vice-President Powers seconded the motion

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Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Rusk, Thiagarajan
Motion passed

PRESIDENT'S REPORT

President Thiagarajan noted that Committee chairs will be appointed at the September meeting and asked that any trustees who have interest in serving in that capacity for any of the Board's committees, please submit their interests to her. Director Bertucci will provide the Board with a communication listing all of the various committees as designated in the Board's By-Laws.

SECRETARY'S REPORT

Secretary Kiem reviewed each of the PRPL website and press articles included in the Secretary's report beginning on page 21 of the packet. Highlighted was the press article on the Library's Summer Sendoff celebration of the end of Summer Reading and a press article regarding the City of Park Ridge comprehensive plan update occurring this fall that mentions the property surrounding the Library.

DIRECTOR'S REPORT

Director Bertucci provided highlights from the Director's Report beginning on page 23 of the packet and noted the following:

- Several staff updates have taken place this month as noted in the report.
- Currently underway is work on the HVAC project as well as testing of the Ice Melt System and migration to our new IT service provider, OSG.
- As September is Library Card Sign-up Month, the Library is gearing up for a campaign that will run into September to encourage more community members to get a library card.
- The Library's Memory Collection received a revamp in August with additional items being added to the collection and a new logo being designed. The collection will be highlighted in the fall newsletter.
- Updates are being made to the Teen Loft based on input from Teen Advisory Board members and responses to the *Lofty Thoughts* survey.

FRIENDS OF THE LIBRARY REPORT

Director Bertucci noted that the Friends' pop-up sale during the Taste of Park Ridge netted almost \$1,000! . The Library continues to be extremely grateful for all of the Friends' support.

UNFINISHED BUSINESS

None

NEW BUSINESS

Included in the packet beginning on page 27 is the proposed Strategic Plan document that was preliminarily reviewed at the August Planning & Operations Committee of the Whole meeting. Based on that discussion, Director Bertucci made changes to the draft as discussed at that meeting. Tonight the Board again reviewed the document which includes four strategic initiatives that will guide the Library's activities during the 2026-2030 timeframe. Also reviewed were the Library's new Mission, Vision and Values statements.

President Renaldi made a **motion**

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MOTION: To approve the Library's 2026 – 2030 Strategic Plan

Vice-President Powers seconded the motion

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Rusk, Thiagarajan

Absent: None

Motion passed

ADJOURNMENT

Trustee Rusk made a

MOTION: To adjourn the meeting

Vice President Powers seconded the motion

Voice Vote: Yes: All in favor

Motion passed

The meeting adjourned at 7:32 p.m.