

## 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

September 9, 2025 at 7:00 p.m.

Trustee Powers called the Committee of the Whole meeting to order at 7:21 p.m.

#### ROLL CALL

Trustees Present: Anita DeFrank, Michael Donahue, Kevin Haggerty, Briana Jarnagin, Josh Kiem, Danielle Powers, Theresa Renaldi, Gregg Rusk, Deepika Thiagarajan

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Joan Wrenn; Library Staff  
Aldersperson Lauren Rapisand

#### APPROVAL OF MINUTES

Trustee Thiagarajan made a

**MOTION:** to approve the minutes of the August 12, 2025 meeting

Trustee DeFrank seconded the motion

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

**Motion passed**

#### PROJECT UPDATES

Director Bertucci reviewed the project status memo appearing on page 21 of the packet noting the status of building projects currently underway. Highlights include:

- The HVAC project is underway with boiler start up anticipated at the end of next week. The project focus will then shift to demolition and replacement of AHU2.
- OSG began deploying the new staff PCs today. Deployment to staff will continue and upon completion, patron PCs will then be replaced.

#### OTHER

None

Meeting was adjourned at 7:23 p.m.

## 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

September 9, 2025 at 7:00 p.m.

The meeting was called to order by Secretary Kiem at 7:23 p.m.

#### ROLL CALL

Trustees Present: Anita DeFrank, Michael Donahue, Kevin Haggerty, Briana Jarnagin, Josh Kiem, Danielle Powers, Theresa Renaldi, Gregg Rusk, Deepika Thiagarajan

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Joan Wrenn, Library staff  
Aldersperson Lauren Rapisand

#### APPROVAL OF MINUTES

Vice President Powers made a

**MOTION:** to approve the minutes of August 12, 2025

Trustee Jarnagin seconded the motion.

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

**Motion passed**

#### TASK CALENDAR REVIEW AND UPDATE

Secretary Kiem reviewed tasks listed for September on the annual task calendar noting that all are either in progress or completed. Trustee DeFrank asked about the deliverable regarding the library director annual evaluation. She noted that the eval was to be aligned with the strategic plan that will now begin in 2026. She suggested that the current form be used for the 2025 evaluation and that the evaluation form for 2026 be revisited in Q2 2026.

#### DISPOSAL OF PROPERTY POLICY

Director Bertucci noted that as a result of the PC replacement process, the Library will be decommissioning and disposing of approximately 80 desktop computers. She has included a draft Disposal of Property policy for the Board's approval that is aligned with Illinois statute (75 ILCS 5/4 – 16) and outlines clear procedure for the proper disposal, recycling or resale of Library property. After discussion among the Committee, language will be added to the draft policy that specifies how revenue from sales of property will be reported, clarifies who is eligible to purchase property being disposed of, and that sets an aggregate value of property that would require the Board be informed prior to disposal of the property. This matter will be included on the Board agenda as New Business.

#### ORANGEBOY CONTRACT RENEWAL

Director Bertucci is requesting approval of a three year contract renewal at a cost of \$4,000 per year for this product that provides essential customer engagement and data analysis services that strengthen the Library's marketing, outreach and strategic planning efforts. Trustee DeFrank inquired about the contract term and if the contract auto renews or is cancelled after the original term. She suggested that the contract should cancel after the original term and thus require Board action for renewal. Director Bertucci will verify the contract renewal clause.

## 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

September 9, 2025 at 7:00 p.m.

Secretary Kiem made a

**MOTION:** to approve a three year renewal contract (2025-2028) with Savannah/OrangeBoy at an amount not to exceed \$4,000 per year

Trustee Thiagarajan seconded the motion.

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

**Motion passed**

### RELOCATION OF THE 2026 PARK RIDGE FARMER MARKET – DISCUSSION

Director Bertucci provided some background information on location options that are being considered for relocation of the Farmers Market for 2026. Currently there are four options being considered with one being the Taste of Park Ridge footprint on Summit and in the parking lot adjacent to the Library. Discussion ensued among the committee with regard to how that location would impact parking next to the Library and thus the Library's operations. Director Bertucci provided some statistics on Saturday library usage and door counts. Alderperson Rapisand provided the Committee with additional information on the discussion along with the timeline for City Council's consideration of this matter. The Committee developed a list of questions/concerns around the impact on Library operations if the Taste of Park Ridge location is adopted.

### OTHER

None

Meeting closed at 8:28 pm

### ADJOURNMENT

There being no further agenda items for the committees' consideration;

Trustee Rusk made a

**MOTION:** to adjourn the Committee of the Whole meetings

Trustee Jarnagin seconded the motion.

Voice Vote: All in favor

**Motion passed**

Meeting adjourned at 8:29 pm