

MINUTES
PARK RIDGE PUBLIC LIBRARY
Regular Meeting of the Board of Trustees
Held in City Council Chambers
Park Ridge City Hall – 505 Butler Place
Park Ridge, IL 60068
November 18, 2025, at 7:00 p.m.

CALL TO ORDER

President Renaldi 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

Others Present: Joanna Bertucci, Library Director, Angela Berger, Lauren Bochat; Library Staff
Louis Kaufman

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 October 21, 2025 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register Period 10, October 16, 2025, in the amount of \$241,400.33 and Period 10, October 31, 2025, in the amount of \$265,845.65.
- Approve Cash Statement for all accounts for October 2025
- Ratify disbursements from the Petty Cash Fund, \$0.00 and Gift Fund, \$162.67
- Amend the FY25 operating budget to increase Administration-Computer Equipment by \$13,081
- Amend the FY25 operating budget to increase Administration-Staff Appreciation by \$1,500
- Approve the FY25 operating budget transfer from Administration-Materials \$17,000 and Administration-Office Supplies/Furnishings \$8,000 to Administration-Data Processing Services.
- Approve a 3-year contract with ADP effective 01/04/2026 to 01/03/2029 for a total of \$42,000
- Approve the 2026 Days Closed calendar
- Approve a 3-year contract with Communico, through the RAILS Group Purchase program, for a total of \$25,500

Trustee Thiagarajan made a **motion**

MOTION: To approve the Consent Agenda

Trustee De Frank 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 18 of the packet and the Consolidated YTD Revenue and Expenditures Report for FY25 Period 10. With 83% of the year expired, Treasurer Donahue noted that operating expenses are at 75% of the YTD budget. Capital expenses are at 32% of budget with large expenses for the HVAC project being incurred later in the fiscal year. Treasurer Donahue also announced that property tax bills were mailed Friday, November 14 and the Library should be seeing property tax revenue booked by the end of 2025.

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President Renaldi made a **motion**

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for FY25 Period 10, October 2025

Vice President Powers seconded the motion

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

Motion passed

PRESIDENT'S REPORT

President Renaldi invited trustees and their families to join in a brief holiday celebration at 6:45 pm before the December 9th Committee of the Whole meeting.

SECRETARY'S REPORT

Secretary Kiem reviewed each of the PRPL website and press articles included in the Secretary's report on page 20 of the packet.

DIRECTOR'S REPORT

Director Bertucci provided highlights from the Director's Report beginning on page 22 of the packet and noted the following:

- Director Bertucci announced that the library would receive a \$10,000 gift from the Carnegie Corporation of New York in honor of the United States Sesquicentennial in 2026. Gifts will be distributed in 2026 to approximately 1,280 Carnegie libraries nationwide.
- The contract with ThirdWay Space was signed after the October board meeting. Director Bertucci has been in touch with Mr. Vinjamuri to plan for his January 6-7 visit to Park Ridge.
- President Renaldi and Director Bertucci attended a meeting hosted by the Niles-Maine District Library on November 14. The meeting featured a discussion on ICE procedures for libraries. Director Bertucci attended a RAILS session on this topic that was facilitated by attorneys from AnceL Glink.
- CCS issued its annual report in November. Copies are included in the November Director's Report.

FRIENDS OF THE LIBRARY REPORT

Director Bertucci noted that the Friends completed the Fall book sale in October and despite having one-third less physical space in the meeting room due to the HVAC project, they generated \$5,725 in revenue! The Friends fundraiser at Fire & Wine, scheduled for Thursday, October 23, generated \$350 for the Friends.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CLOSED SESSION

At 7:16 pm, President Renaldi made a

MOTION: To adjourn to Closed Session pursuant to 5 ILCS 120/2(c)(21) for review of Closed Session minutes of the Park Ridge Public Library Board of Trustees and also pursuant to 5 ILCS 120/2(c)(1) for discussion of a personnel matter.

Vice President Powers seconded the motion

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

Motion passed

Board adjourned into Closed Session at 7:16 pm

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Board returned to Open Session at 8:42 pm

ADJOURNMENT

Vice President Powers made a

MOTION: To adjourn the meeting

Trustee Jarnagin seconded the motion

Voice Vote: Yes: All in favor

Motion passed

The meeting adjourned at 8:42 p.m.

