

## 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

October 14, 2025 at 7:00 p.m.

The meeting was called to order by President Renaldi at 7:00 p.m.

#### ROLL CALL

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

Trustees Absent: Kevin Haggerty, Gregg Rusk

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Joan Wrenn, Library staff Alderperson Lauren Rapisand, Gregg Rusk (via telephone)

#### PUBLIC COMMENT ON NON-AGENDA ITEMS

None

Trustee Powers called the Committee of the Whole meeting to order at 7:01 p.m.

#### APPROVAL OF MINUTES

President Renaldi made a

**MOTION:** to approve the minutes of the September 9, 2025 meeting

Trustee Thiagarajan seconded the motion.

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

Absent: Haggerty, Rusk

**Motion passed**

#### PROJECT UPDATES

Director Bertucci reviewed the project status memo appearing on page 3 of the packet noting the status of projects currently underway. Highlights include:

- All staff PCs have been replaced, and OSG is currently finishing up deployment of patron PCs. The onboarding phase of the transition to OSG ends on Friday 10/17 at which time the library will have one dedicated support person.
- The HVAC project is continuing with boiler inspections completed. The contractor is now assembling and installing the air handling unit and a portion of the first floor meeting room has been allocated to facilitate that work. Mr. Priala led the Board on a tour of the first floor mechanical room so that they could see the work that has been completed.

#### OTHER

President Renaldi noted the City Council's decision to have the Park Ridge Farmers market remain in its current location for next year. Director Bertucci noted that during the Council's deliberations, Alderpersons Rapisand and Steinfelds were supportive of the library's concerns regarding the possible relocation of the market to the Taste of Park Ridge location.

Meeting was adjourned at 7:12 p.m.

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### 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

October 14, 2025 at 7:00 p.m.

The meeting was called to order by Trustee Jarnagin at 7:12 p.m.

#### ROLL CALL

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

Trustees Absent: Kevin Haggerty, Gregg Rusk

Others Present: Joanna Bertucci, Library Director; Angela Berger, John Priala, Joan Wrenn, Library staff Alderperson Lauren Rapisand, Gregg Rusk (via telephone)

#### APPROVAL OF MINUTES

President Renaldi made a

**MOTION:** to approve the minutes of September 9, 2025

Trustee Donahue seconded the motion.

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

Absent: Haggerty, Rusk

**Motion passed**

#### TASK CALENDAR REVIEW AND UPDATE

Trustee Jarnagin reviewed tasks listed for October on the annual task calendar noting that all are either in progress or completed. Noted was the upcoming Friends of the Library dine and share event scheduled for October 23, 2025.

#### LOFT FURNITURE PURCHASE APPROVAL

Director Bertucci noted that this proposed purchase exceeds her spending authority under Board policy, so the proposal is being presented to the Board for its approval. The memo on page 7 of the packet details the considerations made while selecting this furniture for the Loft. President Renaldi asked if there were any concerns about making this purchase prior to the space audit that is planned, and Director Bertucci replied that because the unit is mobile, it could be easily repurposed or relocated if necessary.

Trustee Thiagarajan made a

**MOTION:** to approve the purchase of three mobile display units for the Teen Loft from The Library Store, in the amount of \$10,896.68, from the Furniture budget.

Trustee Jarnagin seconded the motion.

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

Absent: Haggerty, Rusk

**Motion passed**

#### THIRD WAY SPACES CONTRACT REVIEW

Director Bertucci reviewed the memo on this subject which appears on page 9 of the packet. The proposal is that the library, in consultation with Third Way, Inc. undertake space audit with the goal of developing actionable, affordable recommendations for how space in the building might be better utilized. This audit would

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Planning and Operations Committee of the Whole Meeting of the Board of Trustees

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October 14, 2025 at 7:00 p.m.

serve to support the strategic plan goal of optimizing spaces. Discussion ensued among the committee members with regard to planned logistics of the study. The issue of travel expenses for the consultant was discussed as the proposal cost of \$13,500 does not include them. It was the consensus of the committee that a “not to exceed” amount be included in the motion to approve that would cap travel expenses.

Secretary Kiem made a

**MOTION:** to enter into a contract with ThirdWay Space, Inc. with an amount not to exceed \$15,000, including travel expenses, to be paid from the FY26 Consulting budget

Trustee Thiagarajan seconded the motion.

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

Absent: Haggerty, Rusk

**Motion passed**

### KUPJACK MINIATURE DISCUSSION

Pages 14 – 24 of the packet contain information regarding the Kupjack miniature that the library owns. This item, created by Eugene Kupjack, a renowned miniaturist who worked in the Chicagoland area during the 1930’s, and whose other miniature creations are in the permanent collection of the Art Institute of Chicago, was donated to the Library in 1994. The miniature room was on display in the Library until 2023 when a required structural project eliminated the space where it was housed. The Kalo Foundation has approached the Library to explore the possibility of the Library loaning the display for a potential exhibition.

If the Library Board supports the idea of a loan, Library Administration proposes the following actions: 1) appraisal of the piece 2) legal review in order to draft a loan agreement 3) insurance consultation to understand the implications of loaning the artwork and 4) discussions with Kalo to coordinate logistics and expectations.

Discussion ensued among the committee members with respect to the action plan proposed by Administration and the costs that would be incurred for each of the required action items. It was agreed that additional information be gathered by staff with regard to costs, the possibility of a cost sharing agreement with Kalo, and other possible implications, and that the findings be brought back to the committee for further consideration. Trustee Kiem suggested that the adoption of a policy by the Board with regard to loans of art work be considered.

### OTHER

None

Meeting closed at 7:47 pm

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### PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Resources Committee of the Whole Meeting of the Board of Trustees

Held in the First Floor Meeting Room of the Library

October 14, 2025 at 7:00 p.m.

Trustee Thiagarajan called the meeting to order at 7:48p.m.

#### ROLL CALL

Trustees Present: Deepika Thiagarajan, Chair; Anita DeFrank, Michael Donahue, Briana Jarnigan, Josh Kiem, Danielle Powers; Theresa Renaldi,

Trustees Absent: Kevin Haggerty, Gregg Rusk

Others Present: Joanna Bertucci, Library Director; Angela Berger, Laura Scott, Joan Wrenn, Library staff  
Alderperson Lauren Rapisand, Gregg Rusk (via telephone)

#### APPROVAL OF MINUTES

Vice President Powers a made a

**MOTION:** to approve the minutes of December 10, 2024

Trustee DeFrank seconded the motion.

Roll Call Vote: Yes: De Frank, Donahue, Jarnigan, Kiem, Powers, Renaldi, Thiagarajan

Absent: Haggerty, Rusk

**Motion passed**

#### PER CAPITA GRANT APPLICATION REQUIREMENTS

Annually, Illinois public libraries apply for the Public Library Per Capita Grant (PCG). The grant provides funding amounts up to \$1.475 per person in each library's service area. As part of the grant application process, the Library Director and Board of Trustees is required to review the entirety of "Serving Our Public 4.0: Standards for Illinois Public Libraries". This year, for the first time, the format for the standards has changed to an online-only resource. Director Bertucci provided a demo on the new website and stated that Resources Chair Thiagarajan will assign Standards topics to each trustee for review. The library management team will also review the standards and then the committee will discuss all findings at the November 2025 committee of the whole meeting. The PCG application will then be presented for approval at the December 2025 meeting.

#### OTHER

None

Meeting closed at 7:53 pm

Trustee Thiagarajan made a

**MOTION:** to adjourn the committee of the whole meetings

Trustee DeFrank seconded the motion.

Voice Vote: All in favor

**Motion passed**

Meeting adjourned at 7:53 p.m.