

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
December 16, 2025, at 7:00 p.m.

CALL TO ORDER

Vice President Powers called the meeting to order at 7:00 p.m.

ROLL CALL

Trustees Present: Anita DeFrank, Kevin Haggerty, Briana Jarnagin, Josh Kiem, Danielle Powers, Gregg Rusk, Deepika Thiagarajan
Trustees Absent: Michael Donahue, Theresa Renaldi
Others Present: Joanna Bertucci, Library Director, Angela Berger, Lauren Bochat, Staci Greenwald, Laura Scott; Library Staff

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

CONSENT AGENDA

Vice President Powers 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. Trustee Rusk requested that the budget transfer be removed from Consent as related amounts have changed since the Committee of the Whole motion was approved.

The following items are included on the Consent Agenda:

- Approval of Minutes of the November 18,2025 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register Period 11, November 16, 2025, in the amount of \$430,022.67 and Period 11, November 30, 2025, in the amount of \$374,809.48
- Approve Cash Statement for all accounts for November 2025
- Ratify disbursements from the Petty Cash Fund, \$0.00 and Gift Fund, 419.91
- Approve the 2026 Per Capita Grant application

Trustee Thiagarajan made a **motion**

MOTION: To approve the Consent Agenda

Trustee Rusk seconded the motion

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

Absent: Donahue, Renaldi

Motion passed

Trustee Rusk noted that the proposed amount for the budget transfer to fund end of the year adult eBook purchases has changed and asked that Director Bertucci provide context information for the change. Director Bertucci explained that after further review of amounts already encumbered for purchases of non-fiction books through year end, the requested transfer from that account is being reduced from \$25,000 to \$15,000.

Trustee Rusk made a **motion**

MOTION: To approve a budget transfer for FY25 from Adult non-fiction books and DVD/Blu-ray, \$15,00 and \$16,000, respectively to Adult eBooks

Trustee Thiagarajan seconded the motion

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

Absent: Donahue, Renaldi

Motion passed

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TREASURER'S REPORT

In Treasurer Donahue's absence, Trustee Rusk directed the Board's attention to page 25 of the packet and the Consolidated YTD Revenue and Expenditures Report for FY25 Period 11. With 92% of the year expired, Trustee Rusk noted that operating expenses are at 82% of the YTD budget. Capital expenses were significant in November, with 78% of the capital budget now expended.

Also noted was that only 52% of budgeted revenues have been received. Second installment tax bills were due December 15, 2025, but Cook County has now announced that there are issues delaying the distribution of tax receipts to the taxing bodies. Director Bertucci noted that the library has approximately two months of expenditures remaining in the fund balance. In discussions with City Manager Gilmore and City Finance Director Lipman, Director Bertucci was assured that the City has adequate funds available if a transfer to the Library would be necessary, given a prolonged time frame for the County's distribution of funds.

Trustee Rusk made a **motion**

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for FY25 Period 11, November 2025

Vice President Powers seconded the motion

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

Motion passed

PRESIDENT'S REPORT

None

SECRETARY'S REPORT

Secretary Kiem directed the Board's attention to each of the PRPL website and press articles included in the Secretary's report on page 27 of the packet.

Also on the agenda for the Secretary's report is the approval of Closed Session Minutes and the opening of specific Closed Session minutes.

Trustee Thiagarajan made a **motion**

MOTION: To approve the minutes of the November 19, 2024 Closed Session meeting, closed under provisions of 5ILCS 120/2(c)21 and 5ILCS 120/29(c)1

Trustee Rusk seconded the motion

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

Motion passed

Secretary Kiem made a **motion**

MOTION: To approve opening of minutes from the February 20, 2024 Closed Session meeting closed under provisions of 5ILCS120/2©21 AND the minutes of the November 19, 2024 Closed Session meeting, closed under provisions of 5ILCS 120/2(c)21 and 5ILCS 120/29(c)1

Trustee Thiagarajan seconded the motion

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

Motion passed

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DIRECTOR'S REPORT

Director Bertucci provided highlights from the Director's Report beginning on page 32 of the packet and noted the following:

- Director Bertucci attended the ILA Legislative Meetup on December 3. She directed the Board's attention to a handout that was distributed at the meeting which provides information on the impact of Illinois libraries in their communities. The handout is included on pages 35-42 of the packet. Director Bertucci highlighted page 39 of the packet which provides examples of the disparity in pricing of eBooks for the consumer vs library market, noting that ILA has included addressing this disparity as part of their 2026 legislative agenda.
- The Friends held their annual meeting on December 10 and approved the library's 2026 funding request in the amount of \$25,500. At that meeting, Director Bertucci provided the Friends an overview of the library's new strategic plan, which includes exploring the possibility of establishing a library foundation. As always, Director Bertucci reiterated the library and staff's appreciation for all that the Friends do.
- Director Bertucci received a correspondence from the Estate of Ruth T. Stewart, a library patron who has included the PRPL in her estate plan. As further information is received as to the amount of her bequest, Director Bertucci will share that with the Board.
- Director Bertucci reported that the Library's 2026 Budget and 2025 Levy were approved at the December 15, 2025 City Council meeting.

FRIENDS OF THE LIBRARY REPORT

Director Bertucci reported the Friends' updates in her report above.

UNFINISHED BUSINESS

None

NEW BUSINESS

Trustee DeFrank reported that she and President Renaldi met with Director Bertucci on December 9, 2025 to deliver her annual performance appraisal. At that time, they expressed the Board's appreciation and great thanks for Director Bertucci's work in 2025.

Trustee DeFrank made a **motion**

MOTION: To approve Director Bertucci's 2026 compensation of \$142,800, effective with the first pay period of 2026.

Trustee Jarnagin seconded the motion

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

Absent: Donahue, Renaldi

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 7:28 p.m.

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