

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

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

Trustee Powers called the Committee of the Whole meeting to order at 7:22 p.m.

ROLL CALL

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

Trustees Absent: Briana Jarnigan

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

APPROVAL OF MINUTES

President Renaldi made a

MOTION: to approve the minutes of the November 11, 2025 meeting

Trustee DeFrank seconded the motion.

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

Absent: Jarnagin

Motion passed

PROJECT UPDATES

Director Bertucci reviewed the project status of projects currently underway. Highlights include:

- HVAC Project: Circulating pumps will be replaced for all three boilers which will alleviate the problem of the boilers leaking. Nicor has determined that a new meter installation will mitigate the issue of insufficient gas pressure to the HVAC system. Cost for this is \$2,600 and the installation will be scheduled within the next week.
- Ice Melt System Project: After the most recent snowfall, it has been determined that the system is functioning. A new issue has been noted, which is inconsistent melting in the rear of the building. Director Bertucci noted that with this snowfall, the need for a snow fence to be installed has been confirmed as snow "shelves" have formed in the front of the building which have resulted in massive quantities of snow falling suddenly from the roof. Green and Associates is now in the process of obtaining three quotes for installation of a snow fence and will present these to library administration. Further discussion as to how the fence will be paid for will follow. Ballpark estimate for this installation is \$20 - \$30,000.

OTHER

None

Meeting was adjourned at 7:32 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

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

The meeting was called to order by Trustee Kiem at 7:32 p.m.

ROLL CALL

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

Trustees Absent: Briana Jarnagin

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

APPROVAL OF MINUTES

Trustee Kiem made a

MOTION: to approve the minutes of November 11, 2025

President Renaldi seconded the motion.

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

Absent: Jarnagin

Motion passed

TASK CALENDAR REVIEW AND UPDATE

Trustee Kiem reviewed tasks listed for December on the annual task calendar noting that all are either in progress or completed. Director Bertucci noted that City Council will approve the library's 2026 budget and 2025 levy at their December 15, 2025 meeting.

Trustee DeFrank noted that the Personnel Committee's review of the Library Director's evaluation form will be moved from April, 2026 to January, 2026 on the Board Task Calendar.

OTHER

None

Meeting closed at 7:34 pm

MINUTES

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

Trustee Thiagarajan called the meeting to order at 7:34 p.m.

ROLL CALL

Trustees Present: Deepika Thiagarajan, Chair; Anita DeFrank, Michael Donahue, Kevin Haggerty, Josh Kiem, Danielle Powers; Theresa Renaldi, Gregg Rusk
Trustees Absent: Briana Jarnagin
Others Present: Joanna Bertucci, Library Director; Angela Berger, Joan Wrenn, Library staff
Aldersperson Lauren Rapisand

APPROVAL OF MINUTES

Trustee DeFrank a made a

MOTION: to approve the minutes of November 11, 2025

Vice President Powers seconded the motion.

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

Absent: Jarnagin

Motion passed

PER CAPITA GRANT APPLICATION REVIEW

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 review was completed at the November 11, 2025 COW meeting. Based on those discussions, the grant application has been drafted and appears in the packet beginning on page 11.

Trustee Thiagarajan asked if there were any requested changes to the application, as drafted. Trustee Rusk requested that Topic 6 – Governance and Administration, Standard 11 be changed from "Intermediate" to "Core" as he feels that the Board has not historically participated in continuing education opportunities. Director Bertucci stated that the change will be made to the final draft that appears in the Board packet for approval next week. She also stated that she will be bringing additional information to the December Board meeting with proposed training that will fill the gap identified by Trustee Rusk.

Trustee Thiagarajan made a

MOTION: to approve the 2026 Illinois Public Library Per Capita Grant application, as amended

President Renaldi seconded the motion.

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

Absent: Jarnagin

Motion passed

OTHER

None

Meeting closed at 7:39 pm

Vice President Powers made a

MOTION: to adjourn the committee of the whole meetings

Treasurer Donhaue seconded the motion.

Voice Vote: All in favor

Motion passed

Meeting adjourned at 7:39 p.m.