

## MINUTES

### PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees  
Held in Council Chamber at Park Ridge City Hall  
505 Butler Place, Park Ridge, IL  
June 18, 2024 at 7:00 p.m.

#### CALL TO ORDER

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

#### ROLL CALL

Trustees Present: Anita De Frank, Alexandra Hanba, Vice-President; Josh Kiem, Danielle Powers, Lauren Rapisand, Secretary; Theresa Renaldi, Gregg Rusk, Treasurer; David Somheil, Deepika Thiagarajan, President

Others Present: Joanna Bertucci, Library Director; Lauren Bochat, Joan Wrenn, Library Staff  
Michael Donahue

#### PUBLIC COMMENT

None

#### CONSENT AGENDA

President Thiagarajan 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.

The following items are included on the Consent Agenda:

- Approval of Minutes of the May 21, 2024 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register Period 5, May 16, 2024 in the amount of \$204,753.90 and Period 5, May 31, 2024 in the amount of \$242,952.54.
- Approve Cash Statement for all accounts for May, 2024
- Ratify disbursements from the Petty Cash Fund, \$125.98 and the Gift Fund, \$950.00
- Approve budget transfer of \$10,000 from Administration-Office Supplies/Furnishings to Youth Services-Children's books - Fiction
- Approve contract extension with Computer View, Inc. (CVI) for a one year term commencing on September 1, 2024 and ending on August 31, 202 at an annual rate of \$157,600
- Approve the Non-Resident Library Card fee of \$272/year for qualified non-residents, effective July 1, 2024

Vice President Hanba made a

**MOTION:** To approve the Consent Agenda, as presented

Secretary Rapisand seconded the motion

Roll Call Vote: Yes: DeFrank, Hanba, Kiem, Powers, Rapisand, Renaldi, Rusk, Somheil, Thiagarajan

**Motion passed**

#### TREASURER'S REPORT

Treasurer Rusk reviewed the Consolidated YTD Revenue and Expenditures reports for FY24 Period 5. With 42% of the fiscal year completed, total revenues are 48% of budget. Operating expenses are at 38% of budget YTD and Capital expenditures are 7% of the YTD budget. Total expenditures are at 33% of budget.

Treasurer Rusk made a

**MOTION:** To approve the Consolidated Year to Date Revenue and Expenditures Report for May, 2024

President Thiagarajan seconded the motion

Roll Call Vote: Yes: De Frank, Hanba, Kiem, Powers, Rapisand, Renaldi, Rusk, Somheil, Thiagarajan

**Motion passed**

## MINUTES

### PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees  
Held in Council Chamber at Park Ridge City Hall  
505 Butler Place, Park Ridge, IL  
June 18, 2024 at 7:00 p.m.

#### PRESIDENT'S REPORT

President Thiagarajan thanked trustees for expressing their interest in serving on the Nominating Committee. The Nominating Committee will meet on July 9 at 6 p.m. prior to the July Committee of the Whole meetings. The following trustees will serve on the Nominating Committee this year: Anita DeFrank, Alexandria Hanba and Josh Kiem.

#### SECRETARY'S REPORT

Secretary Rapisand reviewed the Secretary's report included in the packet on page 30 reviewing each of the Library website News and local press articles.

#### DIRECTOR'S REPORT

Highlights from the Director's Report beginning on page 32 of the packet were noted.

- Director Bertucci attended professional development sessions around AI at Reaching Forward North and at the Glenview Public Library. The Management Team discussed how AI can create efficiencies in our work and that an AI in the Workplace policy would be brought to the Board within the next 6-12 months.
- The Library has seen an Influx of community members interested in volunteering at the Library.
- Director Bertucci noted that there has been a great deal of excitement around Summer Reading, with over 2,000 participants signed up.
- Director Bertucci reminded the Board that the Library will be closed for Juneteenth on Wednesday, June 19.

#### FRIENDS OF THE LIBRARY

The Friends held their annual meeting on June 12<sup>th</sup>. Director Bertucci along with Marketing Manager Jen Healy and Finance/HR Manager Joan Wrenn attended the meeting. The Friends offered the Library an additional \$15,000 in funding due to the success of the 2024 book sales. \$4,000 will go toward adult programs and \$1,500 to staff appreciation.

#### UNFINISHED BUSINESS

None

#### NEW BUSINESS

##### APPROVE UPDATES TO THE CONDUCT IN THE LIBRARY POLICY

Director Bertucci reviewed the discussion held at the June 11, 2024 COW meeting and also the memo on page 39 of the packet. She noted that after the COW, she worked with Trustee Powers to clarify language in the patron appeal portion of the revised policy. She referred the Board to the expanded list of area libraries and their policies regarding the Library Director's authority to impose a patron ban which is included in the memo. Trustee Kiem expressed his concern with proposed changes to the policy noting his opinion that the Board should be involved in the issuing of patron bans exceeding 45 days and that the authority to ban patrons for longer than 45 days should not be delegated to the Library Director. Other trustees supported the policy as amended and were in agreement that the authority being granted to the Library Director in this policy is appropriate.

**MINUTES**

**PARK RIDGE PUBLIC LIBRARY**

Regular Meeting of the Board of Trustees  
Held in Council Chamber at Park Ridge City Hall  
505 Butler Place, Park Ridge, IL  
June 18, 2024 at 7:00 p.m.

Secretary Rapisand made a

**MOTION:** To approve the Conduct in the Library Policy, as presented

Vice President Hanba seconded the motion

Roll Call Vote: Yes: DeFrank, Hanba, Powers, Rapisand, Renaldi, Rusk, Somheil, Thiagarajan

Abstain: Kiem

**Motion passed**

**ADJOURNMENT**

Secretary Rapisand made a

**MOTION:** To adjourn the meeting

Trustee Powers seconded the motion

Voice Vote: Yes: All in favor

**Motion passed**

The meeting adjourned at 7:39 p.m.