

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
September 17, 2024 at 7:00 p.m.

CALL TO ORDER

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

ROLL CALL

Trustees Present: Anita De Frank, Secretary; Michael Donahue, Alexandra Hanba, Josh Kiem, Danielle Powers, Theresa Renaldi, Vice-President; Gregg Rusk, Treasurer; David Somheil
Trustees Absent: Deepika Thiagarajan, President
Others Present: Joanna Bertucci, Library Director, Angela Berger, Lauren Bochat, Staci Greenwald, Laura Scott, Joan Wrenn, Library Staff
Louis Kaufman

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

STAFF PRESENTATION ON 2024 SUMMER READING CLUB (SRC)

Staci Greenwald, Youth Services Manager, made a presentation to the Board on SRC 2024 which was a celebration of 100 years of Summer Reading in Park Ridge. Her presentation included information on the “when, why and how” of this year’s youth (kids and teens) reading clubs. The presentation highlighted changes/additions that were included in this year’s program along with data on levels of participation by community members. Finally, Ms. Greenwald shared her department’s takeaways from this year’s SRC and received some suggestions from Board members on ideas for future years.

CONSENT AGENDA

Vice-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.

The following items are included on the Consent Agenda:

- Approval of Minutes of the August 20, 2024 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register Period 8, August 16, 2024 in the amount of \$135,119.35 and Period 8, August 31, 2024 in the amount of \$130,833.10.
- Approve Cash Statement for all accounts for August, 2024
- Ratify disbursements from the Petty Cash Fund, \$395.96 and the Gift Fund, \$819.00
- Approve the Park Ride Public Library 2024 Levy in the amount of \$4,169,923
- Approve quote QUO-US18730 in the amount of \$12,055.56 for 3 WIN10 upgrade kit flex AMH & AMH300 with Siemens PLC control for the Bibliotheca Automated Materials Handler

Trustee Hanba made a

MOTION: To approve the Consent Agenda, as presented

Trustee Powers seconded the motion

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

Absent: Thiagarajan

Motion passed

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TREASURER'S REPORT

Treasurer Rusk reviewed the Consolidated YTD Revenue and Expenditures Report for FY24 Period 8 noting that with 66.67% of the year completed, Revenue is at 53% of budget, awaiting second installment taxes, Operating Expenses are on track for the year while Capital Expense are only 9% YTD. Also noted was that several capital projects will be in progress during the remainder of the year and a large Capital budget carryforward will occur at year end.

Treasurer Rusk made a

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for August, 2024
Trustee Hanba seconded the motion

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

Absent: Thiagarajan

Motion passed

PRESIDENT'S REPORT

None

SECRETARY'S REPORT

Secretary DeFrank reviewed each of the PRPL website, social media and press articles included in the Secretary's report included in the packet on page 16.

DIRECTOR'S REPORT

Director Bertucci provided highlights from the Director's Report beginning on page 18 of the packet noting that she has developed and will be releasing a Request for Proposal for engaging a Strategic Planning consultant. She also shared the anticipated timeline for creation of the next Strategic Plan. Additional highlights shared included Technical Services Manager Lauren Bochat's participation in the RAILS cataloging mentorship program, and the completion of categorization of all picture books in the Library's collection as part of the genrefication project. Director Bertucci then provided a recap of the evening at the Center of Concern's *End the Loneliness Epidemic* event where the Library received the Center's Partner of the Year Award. She noted that during the panel discussion it was noted several times that public libraries have a valuable role in supporting social connections in their communities. Staff members attending the event came away with several ideas for additional programming to support the aging and those with memory issues. Finally, Director Bertucci noted that she and Mr. Priala met with representatives from Elara Engineering regarding the HVAC project. Members of the Elara team will be at the October 8, 2024 COW meeting to provide project information to the Building and Grounds committee.

Trustee Somheil asked Director Bertucci to share the draft RFP for Strategic Planning with the Board for their comments prior to it being issued.

FRIENDS OF THE LIBRARY REPORT

No report this month

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UNFINISHED BUSINESS

None

NEW BUSINESS

Director Bertucci directed the Board's attention to the memo in regard to the virtual server replacement on page 23 of the packet. This is an updated memo from that presented at the Planning & Operations COW meeting and contains very specific information obtained from CVI with respect to the server and its functions along with context for CVI's proposed installation fees. The memo also addresses the question regarding cost of hardware from HPE vs the consumer marketplace. Roxy Poluchowicz, our CVI account manager, shared her main concern with purchasing components which is the transferability of warranties across vendors. She also negotiated a reduction of \$4,700 in hardware costs from their HPE representative.

Discussion ensued with regard to pricing models of various IT service providers with Director Bertucci noting that next year the Library will be going out to bid for our managed IT services. She also shared that she has been in conversation with Rebecca Malinowski, Executive Director of our CCS consortium, regarding her experiences along with those of other member libraries with regard to managed IT services. This information will be valuable in future decisions regarding IT management.

Trustee Somheil made a

MOTION: To approve CVI Quote 202827 for the Virtual Server Replacement Project in the amount of \$52,190

Trustee Donahue seconded the motion

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

Absent: Thiagarajan

Motion passed

ADJOURNMENT

Trustee Powers made a

MOTION: To adjourn the meeting

Trustee Kiem seconded the motion

Voice Vote: Yes: All in favor

Motion passed

The meeting adjourned at 8:02 p.m.