

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD DECEMBER 15, 2021
MEETING ROOM B OF PROSPECT HEIGHTS PUBLIC LIBRARY,
12 N. ELM STREET, PROSPECT HEIGHTS, ILLINOIS

I. CALL TO ORDER/ROLL CALL

The meeting of the Board of Trustees of the Prospect Heights Public Library was called to order at 7:00 P.M.

Roll Call: Physically Present: Trustees Bochula, Jordan, Kerr, Lahey, Moser, Patel and Peterson.

Absent: None.

Also physically present: Executive Director, Alex Todd; and Recording Secretary, Claudine Kastner.

II. CONSENT AGENDA (ACTION)

- A. Approval of Minutes from November 23, 2021 regular Board meeting
- B. Approval of the Combined Statement of Assets as of November 30, 2021
- C. Ratify Paid Disbursements since November 23, 2021
- D. Approval of Bills for Payment for December, 2021
- E. Approval of Transfer from Savings to Checking

Trustee Moser moved, seconded by Trustee Lahey to approve the consent agenda, as presented.

Roll Call: Ayes: Trustees Bochula, Jordan, Kerr, Lahey, Moser, Patel and Peterson.

Nays: None.

Absent: None.

Abstain: None.

III. PUBLIC COMMENTS

None.

IV. ATTORNEY'S REPORT

No report.

V. COMMUNICATIONS

Director Todd reported on e-mails received by the Library's School Liaison relating to Thanksgiving Turkey Craft kits and "Take and Make" Mr. Grinch craft kits; and he reported on an op ed article in a local newspaper asserting that school librarians are unsung heroes. He also shared a note of appreciation from a recently retired Library employee.

VI. PRESIDENT'S REPORT

Trustee Moser made mention of holiday greeting cards sent and received, as a way for the Library to connect with local schools and other area governmental entities.

VII. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various Library happenings, including a plumbing issue; festive holiday programs, including "Letters to Santa's Workshop" children's program on November 26, an inaugural Turkey Trot to the Library on November 27th, and a socially-distanced "Reaching for the Heights" holiday concert given by John Hersey High School Charles Dickens Carolers on November 28; the Library's participation in the Wheeling Food Pantry's "Cans for a Cause," replacing the "Food for Fines" initiative from years past; and a reminder of the Library's holiday hours in December.

VIII. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

No report.

B. Building & Grounds – Tim Bochula

No report.

C. Personnel – Marianne Kerr

No report.

D. RAILS – Alex Todd

No report.

IX. OLD BUSINESS

A. 2022 Per Capita Grant

Director Todd reported that all requisite chapters in Illinois Library Association's "Serving Our Public" publication have been reviewed by the Board, and that the Grant is written and ready to be submitted.

X. NEW BUSINESS

None.

XI. OTHER

None.

XII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:35 P.M.

Respectfully submitted,

Pat Peterson, Secretary

ATTEST:

Bill Moser, President