

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD MAY 31, 2023
MEETING ROOM 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 Jordan, Kerr, Lahey, Patel and Peterson.

Absent: Trustees Bochula and Moser.

Also physically present: Executive Director, Alex Todd; Assistant Director, Suzanne Wulf; Ellen Avery and Tina Moser; and Recording Secretary, Claudine Kastner. Beth Klein, of the Youth Services Department joined the meeting at 7:15 P.M.

II. SWEARING IN OF TRUSTEES

Trustee Peterson issued the oath of office to Trustees Lahey, Kerr and Patel as Trustees of the Prospect Heights Public Library District Board, having been elected in the April, 2023 election.

Trustee Kerr issued the oath of office to Trustee Peterson as Trustee of the Prospect Heights Public Library District Board, having been elected in the April, 2023 election.

All of the sworn in trustees were congratulated and acknowledged.

The trustees thanked Trustee Peterson for her many dedicated years of service in the office of Secretary.

III. ELECTION OF OFFICERS

Trustee Kerr moved, seconded by Trustee Lahey, to elect Trustee Moser to serve as President,

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

Nays: None.

Absent: Trustees Bochula and Moser.

Abstain: None.

Trustee Lahey moved, seconded by Trustee Peterson, to elect Trustee Kerr to serve as Vice President,

Roll Call: Ayes: Trustees Jordan, Kerr, Lahey, Patel and Peterson.
Nays: None.
Absent: Trustees Bochula and Moser.
Abstain: None.

Trustee Kerr moved, seconded by Trustee Lahey, to elect Trustee Jordan to serve as Secretary,

Roll Call: Ayes: Trustees Jordan, Kerr, Lahey, Patel and Peterson.
Nays: None.
Absent: Trustees Bochula and Moser.
Abstain: None.

Trustee Kerr moved, seconded by Trustee Patel, to elect Trustee Lahey to serve as Treasurer,

Roll Call: Ayes: Trustees Jordan, Kerr, Lahey, Patel and Peterson.
Nays: None.
Absent: Trustees Bochula and Moser.
Abstain: None.

IV. DECENNIAL COMMITTEE MEETING #1

A. Identify Committee Members

Director Todd introduced Ellen Avery and Tina Moser, who will serve as the requisite two members of the public who are residents in the District, on the new Decennial Committee, along with Director Todd and the current Library board of trustees.

B. Designate committee members to report on the Library's current efficiencies and opportunities for further such opportunities

Director Todd indicated that these initiatives will be forthcoming as the Committee continues to meet.

C. Designate committee members to report on the Library's intergovernmental agreements currently in place and potential agreements

Director Todd indicated that these initiatives will be forthcoming as the Committee continues to meet.

D. Survey of residents attending the meeting

Ms. Avery and Ms. Moser indicated that after their initial review, the Library appears to be running highly efficiently, and communicating with local governmental agencies in a proper manner.

Ms. Avery and Ms. Moser left the meeting at 7:14 P.M.

V. CONSENT AGENDA (ACTION)

A. Approval of Minutes from April 26, 2023 regular Board meeting

B. Approval of the Combined Statement of Assets as of April 30, 2023 in the amount of \$3,757,362.21

C. Ratify Paid Disbursements since April 26, 2023 in the amount of \$370,463.44

D. Approve Bills for Payment for May, 2023 in the amount of \$152,026.04

E. Approval of Transfer from Savings to Checking in the amount of \$280,000

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

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

Nays: None.

Absent: Trustees Bochula and Moser.

Abstain: None.

VI. PUBLIC COMMENTS

None.

VII. ATTORNEY'S REPORT

No report.

VIII. COMMUNICATIONS

Director Todd shared an article with the trustees from the Christian Science Monitor regarding the banning of books and the defunding of libraries in Missouri.

IX. PRESIDENT'S REPORT

In Trustee Moser's absence, Trustee Kerr reminded the trustees that the Summer Reading Program kicks off on Monday, June 5.

Trustee Kerr also reminded the trustees about the rotation of officers in the same position for no more than six years in a row.

X. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various Library issues including personnel changes; outside work on removal of a rusty fence, tuckpointing and other masonry work, the planting of bushes and the upcoming striping of the parking lot; notification of impending receipt of the annual Per Capita Grant, this year in the amount of \$22,189.90; approval of HB 2789 by the Illinois legislature and its implications; Prospect Heights Library trustees attendance at the LACONI Trustee Banquet held on May 19; Prospect Heights Community Day on June 3; the Prospect Heights Park District Block Party the weekend of June 17; and the upcoming American Library Association's Annual Conference to be held June 23 – 27 in Chicago.

XI. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

The Committee plans to meet in June.

B. Building & Grounds – Tim Bochula

No report.

C. Personnel – Marianne Kerr

The Committee plans to meet in June.

D. RAILS – Alex Todd

No report.

XII. OLD BUSINESS

Director Todd reported that he needs to update the Library's bank signature cards to add newly-elected officer, Trustee Jordan as a signatory on the accounts.

XIII. NEW BUSINESS

A. Approve Closed Session Minutes from April 26, 2023 (ACTION)

Trustee Kerr moved, seconded by Trustee Patel to approve the Closed Session Minutes from April 26, 2023

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

Nays: None.

Absent: Bochula and Moser.

Abstain: None.

XIV. OTHER

Beth Klein gave a powerpoint presentation regarding the ordering process which she performs for the Digital Library of Illinois Consortium, consisting of 106 libraries. She described the joys and pitfalls of keeping abreast of what's popular in the Young Adult arena of hardcopy books, audiobooks, e-books and other online patron access materials.

The trustees thanked her for her able handling of this important and challenging task, in addition to performing all of her regular duties at the Library.

Ms. Klein left the meeting at 7:40 P.M.

XV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:01 P.M.

Respectfully submitted,

Pat Peterson, Secretary

ATTEST:

Bill Moser, President