

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD AUGUST 28, 2024
MEETING ROOM B OF PROSPECT HEIGHTS PUBLIC LIBRARY,
12 N. ELM STREET, PROSPECT HEIGHTS, ILLINOIS

The public hearing on the proposed 2024-25 Budget and Appropriation Ordinance was opened at 7:01 P.M.

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

Absent: Trustees Bochula and Patel.

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

There being no public comments, the hearing was closed at 7:04 P.M.

I. CALL TO ORDER/ROLL CALL

The meeting of the Board of Trustees of the Prospect Heights Public Library was called to order at 7:04 P.M.

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

Absent: Trustees Bochula and Patel.

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

II. CONSENT AGENDA (ACTION)

- A. Approve Minutes from July 31, 2024 regular Board meeting
- B. Approve the Combined Statement of Assets as of July 31, 2024 in the amount of \$8,810,319.85
- C. Ratify Paid Disbursements since July 31, 2024 in the amount of \$257,299.19
- D. Approve Bills for Payment for August, 2024 in the amount of \$92,219.82
- E. Approve Transfer from Savings to Checking in the amount of \$320,000.00

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

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

Nays: None.

Absent: Trustees Bochula and Patel.

Abstain: None.

III. PUBLIC COMMENTS

None.

IV. ATTORNEY'S REPORT

No report.

V. COMMUNICATIONS

Director Todd shared an article from the Journal & Topics newspaper, including a photograph, covering the August 12 ribbon-cutting ceremony officially unveiling the StoryWalk Path between the Library and Eisenhower Elementary School.

VI. PRESIDENT'S REPORT

Trustee Moser reported the need for two Library trustees to perform the annual review the Library Board's Closed Session Minutes. Trustees Moser and Kerr volunteered to perform that task on a timely basis.

Trustee Moser reminded the Board about the Board retreat scheduled for the morning of September 7, and the Annual Northwest Suburban Bar Legislative breakfast scheduled for December 4.

VII. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various Library happenings including the ribbon-cutting ceremony for the Story Walk connecting the Library and Eisenhower School; his attendance at Wheeling's annual TIF meeting on August 8; the Library's annual financial audit to be conducted by accountants from GW & Associates; tour of the Library by State Representative Katz Muhl and her Chief of Staff; the August 28 Plein Air Artist event held at the Library, this year with seven artists participating, their works to be on display in the Library in September; the Board Retreat to discuss the Strategic Plan scheduled for September 7; and the resumption of Sunday Library hours beginning September 8;

VIII. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

The Committee will likely meet in late September or early October.

B. Building & Grounds – Tim Bochula

No report.

C. Personnel – Marianne Kerr

The Committee will likely meet in late October or November.

D. RAILS – Alex Todd

No report.

IX. OLD BUSINESS

None.

X. NEW BUSINESS

A. Ordinance No. 24-8-1, Combined Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2024/2025 (ACTION)

Trustee Moser moved, seconded by Trustee Lahey, to approve Ordinance No. 24-8-1, Combined Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2024/2025, as presented.

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

Nays: None.

Absent: Trustees Bochula and Patel.

Abstain: None.

B. 2024 IPLAR

Director Todd described the 2024 Illinois Public Library Annual Report.

C 2025 Per Capita Grant

Director Todd outlined requirements for the 2025 Per Capita Grant.

XI. OTHER

None.

XII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:51 P.M.

Janet Jordan, Secretary

ATTEST:

Bill Moser, President