

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD SEPTEMBER 25, 2024
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 7:05 P.M.

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

Absent: Trustee Moser.

Also physically present: Executive Director, Alex Todd; Head of Communications, Freedom Nguyen; Miss Eloise Nguyen; and Recording Secretary, Claudine Kastner.

II. CONSENT AGENDA (ACTION)

- A. Approve Minutes from August 28, 2024 regular Board meeting
- B. Approve Minutes from September 7, 2024 Special Meeting
- C. Approve the Combined Statement of Assets as of August 28, 2024 in the amount of \$7,358,812.81
- D. Ratify Paid Disbursements since August 28, 2024 in the amount of \$282,275.01
- E. Approve Bills for Payment for September, 2024 in the amount of \$111,772.19
- F. Approve Transfer from Savings to Checking in the amount of \$100,000.00

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

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

Nays: None.

Absent: Trustee Moser.

Abstain: None.

III. PUBLIC COMMENTS

None.

IV. ATTORNEY'S REPORT

Director Todd reported on meeting with the new Library attorney to review Library policies, discuss First Amendment Audits and other timely items of import which impact the Library.

V. COMMUNICATIONS

Director Todd reported on issues relating to local libraries' experiencing negative public backlash for hosting adult programs and films which center around controversial topics.

Director Todd shared recent statistics regarding book bans and material bans in public, school and academic libraries nationwide.

Trustee Jordan commented on an article in the September, 2024 issue of the ILA Reporter magazine entitled "Public Libraries and The Human Library," which quoted PHPLD Adult Services Reference Librarian Anjelica Rufus-Barnes as saying that hosting The Human Library is a way to allow patrons an opportunity to "look beyond prejudices and stereotypes" and create an opportunity to hear stories from persons with different life experiences.

VI. PRESIDENT'S REPORT

Trustee Kerr commented on the requisite signatures needed for Library Board re-election and the deadline for packet submission. Trustees Bochula and Jordan are up for re-election.

Trustee Kerr reminded the Trustees that they are invited to the annual North Suburban Legislative Breakfast scheduled for December 4.

VII. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various Library happenings including personnel changes, Staff Lunch & Learn on September 25, the first of four mini-field trips for staff members; fall maintenance of equipment; a plumbing issue being addressed; progress on the Library's Strategic Plan including input from the staff and Board; status of the 2025 Per Capita Grant process; voter registration initiatives; Sphero robots to be available for rental through the Library's Youth Services Department and Tech Services; second craft supply swag scheduled for October 5; printing and mailing of 500,000th of the new Elm Leaf periodical, 14,000 of which are created each issue; and selected staff attendance at the Illinois Library Association's (ILA) annual conference scheduled for October 8 – 10.

VIII. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

The Committee is scheduled to meet on October 21.

B. Building & Grounds – Tim Bochula

Director Todd commented that he is in the process of obtaining quotes for snow removal.

C. Personnel – Marianne Kerr

The Committee is scheduled to meet on November 4.

D. RAILS – Alex Todd

No report.

IX. OLD BUSINESS

None.

X. NEW BUSINESS

A. Review of Minutes of Closed Meetings in Compliance with 5 ILCS 120/2.06 (ACTION)

On September 9, Trustees Moser and Kerr reviewed the written minutes and verbatim recordings of all closed session meetings.

Trustee Kerr moved, seconded by Trustee Bochula, that in compliance with 5 ILCS 120/2(d)(f), the following sets of approved closed session minutes no longer contain any portions therein that require confidential treatment and shall be made available for public inspection: May 25, 2022.

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

Nays: None.

Absent: Trustee Moser.

Abstain: None.

Trustee Kerr moved, seconded by Trustee Peterson, that in compliance with 5 ILCS 120/2(d), a determination has been made that the need for confidentiality still exists as to all remaining closed meeting minutes.

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

Nays: None.

Absent: Trustee Moser.

Abstain: None.

Trustee Kerr moved, seconded by Trustee Patel, that in compliance with 5 ILCS 120/2(a)(c), the Board approve the destruction of the verbatim recordings of the closed meeting held on May 25, 2022.

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

Nays: None.

Absent: Trustee Moser.

Abstain: None.

B. Providing Flexible Spending Accounts for Staff (ACTION)

Director Todd described the current need for Flexible Spending Accounts for eligible Library employees and summarized the offerings to be provided.

Trustee Kerr moved, seconded by Trustee Jordan to approve the Providing of Flexible Spending Accounts for Staff, as presented.

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

Nays: None.

Absent: Trustee Moser.

Abstain: None.

C Library Rebranding - Communications

Mr. Nguyen gave a presentation to the Board reporting on the culmination of a Library Rebranding initiative which his department began in July, 2023 and including reviewing, categorizing and analyzing input from 1,500 surveys and meetings with staff and members of the community.

In summary, the new logo is crafted to symbolize PHPL as a beacon of information and inspiration – a welcoming place where patrons can explore, connect and grow. The logomark itself portrays a sanctuary emerging from the pages of an open book, signifying our dedication to fostering knowledge and a sense of community.

The Board thanked Mr. Nguyen and his team for their exceptional efforts in undertaking the Library rebranding project and bringing it to fruition.

Mr. Nguyen and Miss Nguyen left the meeting at 7:22 P.M.

XI. OTHER

None.

XII. ADJOURNMENT

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

Janet Jordan, Secretary

ATTEST:

Bill Moser, President