

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD JUNE 26, 2024
MEETING ROOMS A & 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 7:03 P.M.

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

Absent: Trustees Jordan, Moser and Peterson.

Trustee Kerr moved, seconded by Trustee Patel, to appoint Trustee Lahey as Secretary pro tem for the meeting. The motion carried unanimously.

II. CONSENT AGENDA (ACTION)

- A. Approve Minutes from May 29, 2024 regular Board meeting
- B. Approve the Combined Statement of Assets as of May 31, 2024 in the amount of \$6,272,753.01
- C. Ratify Paid Disbursements since May 31, 2024 in the amount of \$402,216.26
- D. Approve Bills for Payment for June, 2024 in the amount of \$243,337.37
- E. Approve Transfer from Savings to Checking in the amount of \$440,000.00
- F. FY 24-25 Non-Resident Card Fee
- G. Ordinance 24-06-1 – Setting the Schedule of Regular Meetings

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

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

Nays: None.

Absent: Trustees Jordan, Moser and Peterson.

Abstain: None.

III. PUBLIC COMMENTS

None.

IV. ATTORNEY'S REPORT

Director Todd acknowledged the exemplary service to the Library of Attorney Bob Smith for the past 43 years – only the second attorney to serve the Library since its founding. Mr. Smith has ably assisted the Library through two referendums, two major building additions and dozens of other ancillary legal issues including applicable changes in municipal laws, contracts and other negotiations.

V. COMMUNICATIONS

Director Todd shared a note from a patron expressing appreciation for the blacktop pathway from Prospect Court to the Library and another note complimenting the Library on both its staff and its patron offerings.

VI. PRESIDENT'S REPORT

Trustee Kerr encouraged the trustees to register their families for the Library's Summer Reading program.

VII. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various Library issues including installation of the StoryWalk path to Eisenhower school (a ribbon-cutting ceremony is planned for the future to mark the occasion; repairs to leaks in the cooling pipes which date back to the Library's 1991 renovation; detection of attempted fraudulent charges on one of the Library's credit cards; notification that the Library has been awarded the 2024 Per Capita Grant; progress on the Library Rebranding initiatives, including focus groups and surveys; statistics for the Summer Reading program "Read, Renew and Repeat," with over 700 individuals currently signed up; successful of the initial "Human Library" program held on May 30; progress on the strategic plan, including surveys completed by over 250 people and preliminary dates for upcoming planning meetings and retreat; Library participation in the Prospect Heights 4th of July parade to be held on July 6; and Director Todd's attendance at Directors University in Bloomington, Illinois on July 29 and 30.

VIII. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

The Committee met on June 19 to review a draft of the 2024-2025 Budget and Appropriation scheduled to be voted on at the July and August board meetings.

B. Building & Grounds – Tim Bochula

No report.

C. Personnel – Marianne Kerr

No report.

D. RAILS – Alex Todd

No report.

IX. OLD BUSINESS

None.

X. NEW BUSINESS

A. Resolution 24-06-A - Resolution Recognizing and Honoring the Career of Robert W. Smith (ACTION)

Trustee Kerr moved, seconded by Trustee Bochula to adopt the Resolution as presented.

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

Nays: None.

Absent: Trustees Jordan, Moser and Peterson.

Abstain: None.

The trustees heartily expressed their thanks and appreciation to Mr. Smith for his dedicated and outstanding legal assistance to the Library over the past 43 years.

Mr. Smith left the meeting at 7:22 P.M.

B. Appointment of Ancel Glink PC as Library Attorney (ACTION)

Director Todd described the lawfirm Ancel Glink PC, its previous experience working with libraries, and the broad legal services it offers. Attorney Julie Tappendorf is the lawyer scheduled to work with the Library.

Trustee Kerr moved, seconded by Trustee Bochula to approve the appointment of Ancel Glink PC, as presented.

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

Nays: None.

Absent: Trustees Jordan, Moser and Peterson.

Abstain: None.

XI. OTHER

None.

XII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:45 P.M.

Janet Jordan, Secretary

ATTEST:

Bill Moser, President