

MINUTES OF THE MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES PERSONNEL & POLICY COMMITTEE
HELD WEDNESDAY, APRIL 24, 2024

I. Call to Order/Roll Call

The meeting of the Personnel and Policy Committee of the Board of Trustees of Prospect Heights Public Library District was called to order by Chairperson Kerr at 6:04 P.M.

Roll Call: Physically Present: Trustees Kerr, Bochula, Jordan, Lahey, Moser, and Patel
Absent: Trustee Peterson
Also Physically Present: Executive Director Todd

II. Approval of Minutes

A. The minutes for the November 15, 2023 meeting of the Personnel & Policy Committee were approved by unanimous consent.

III. Public Comment

None.

IV. Old Business

None.

V. New Business

A. FY2024-25 Personnel Budget Recommendations

Director Todd proposed a salary budget of \$1,800,000 for FY23-24. This would be a 4.0% increase over the current year's budget. The increase would allow 4.5% staff raises comprised of a COLA adjustment of 3.4% and 1.1% merit increase. The Committee expressed support for the recommended salary budget.

B. Executive Director's Annual Review

Director Todd reviewed his accomplishments for the year, concentrating on the progress made towards goals set by both the Board and himself.

VI. Other

VII. Adjournment

There being no further business to be brought before the Committee, the meeting was adjourned at 6:32 P.M.

Respectfully Submitted,

Marianne Kerr
Chairperson, Personnel & Policy Committee