

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD AUGUST 31, 2022
MEETING ROOM B OF PROSPECT HEIGHTS PUBLIC LIBRARY,
12 N. ELM STREET, PROSPECT HEIGHTS, ILLINOIS

The public hearing on the proposed 2022/23 Budget and Appropriation Ordinance was opened at 7:03 P.M.

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

Absent: Trustee Kerr.

Also physically present: Executive Director, Alex Todd; Assistant Director, Suzanne Wulf; Attorney Bob Smith; 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 Bochula, Jordan, Lahey, Moser, Patel and Peterson.

Also physically present: Executive Director, Alex Todd; Assistant Director, Suzanne Wulf; Attorney Bob Smith; and Recording Secretary, Claudine Kastner.

Absent: Trustee Kerr.

II. CONSENT AGENDA (ACTION)

- A. Approval of Minutes from July 27, 2022 regular Board meeting.
- B. Approval of the Combined Statement of Assets as of July 31, 2022 in the amount of \$3,780,034.72.
- C. Approval of the List of Disbursements since July 21, 2022 in the amount of \$245,461.79.
- D. Approval of Bills for Payment for August, 2022 in the amount of \$90,840.82.
- E. Approval of Transfer from Savings to Checking in the amount of \$220,000.00.

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

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

Nays: None.

Absent: Trustee Kerr.

Abstain: None.

III. PUBLIC COMMENTS

None.

IV. ATTORNEY'S REPORT

Attorney Bob Smith explained and presented the Budget and Appropriation Ordinance for Fiscal Year 2022/2023 and procedures related thereto.

Mr. Smith complimented Director Todd and the Board on successful completion of the Library's major renovation. He left the meeting at 7:13 P.M.

V. COMMUNICATIONS

Director Todd reported on a letter from Cornerstone National Bank and Trust Company of an impending donation to the Library as beneficiary under the Joan S. Lutz Living Trust.

VI. PRESIDENT'S REPORT

Trustee Moser reported on the upcoming requisite annual review of the written minutes and verbatim tape recordings of all closed session meetings.

VII. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various buildings and ground issues including installation of lighting fixtures; generator issues; update on Shales McNutt Construction Services Capital Study; successful completion of the 2021/2022 financial audit; successful completion of the Summer Reading Program; updates on the Library's Diversity Equity Inclusion (DEI) initiatives; the upcoming Illinois Library Association (ILA) Trustee day to be held October 20, 2022 in Rosemont, Illinois; and receipt of the Per Capita Grant in the amount of \$22,189.90.

Trustee Jordan complimented Director Todd and staff for their excellent approach and willingness to discuss DEI issues.

VIII. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

The Committee plans to meet prior to the next Board meeting.

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. Ordinance No. 22-08-1, Combined Annual Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2022/2023. (ACTION).

Trustee Moser moved, seconded by Trustee Patel, to approve the Ordinance, as presented.

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

Nays: None.

Absent: Trustee Kerr.

Abstain: None.

B. 2022 IPLAR

Director Todd reported on submission of the requisite annual IPLAR report for 2022.

C. 2023 Per Capita Grant

Director Todd reported that the Library will be starting the process of applying for the 2023 Per Capita Grant.

D. 2023 Consolidation Elections

Director Todd reported that four of the Library trustees are up for election in the April, 2023 consolidated election and referred them to the Illinois Board of Elections online Candidates Guide.

E. Board Education – District financial update

Director Todd presented a financial update of the Library, including a long-range financial projection.

XI. OTHER

None.

XII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:03 P.M.

Respectfully submitted,

Pat Peterson, Secretary

ATTEST:

Bill Moser, President