

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD SEPTEMBER 27, 2023
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 7:00 P.M.

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

Absent: Trustee Peterson.

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

II. CONSENT AGENDA (ACTION)

- A. Approval of Minutes from August 30, 2023 regular Board meeting
- B. Approval of the Combined Statement of Assets as of August 31, 2023 in the amount of \$4,649,220.54
- C. Ratify Paid Disbursements since August 30, 2023 in the amount of \$268,138.46
- D. Approval of Bills for Payment for September, 2023 in the amount of \$102,351.62
- E. Approval of transfer from Savings to Checking in the amount of \$300,000.00

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

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

Nays: None.

Absent: Trustee Peterson.

Abstain: None.

III. PUBLIC COMMENTS

None.

IV. ATTORNEY'S REPORT

Director Todd reported that he will be working with Attorney Smith on the financials needed to incorporate into the requisite annual documentation for submission to Cook County.

V. COMMUNICATIONS

Director Todd circulated a thank you note to Youth Services Librarian Julie Rodrian for hosting engaging childrens' programs.

VI. PRESIDENT'S REPORT

Trustee Moser encouraged the board of trustees to attend Library programs and participate in miscellaneous Library projects such as the Maker Space, etc.

VII. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various Library issues including successful boiler installation, transitioning to fiber optic internet; personnel issues; 2024 Per Capita Grant Application; strategic plan update; numerous Library adult and childrens' programs (with only five empty calendar days in October!); the nature and locale of Chicago area library bomb threats; Library staff attendance at the Illinois Library Association's annual conference in October in Springfield; and Library managers' attendance at a number of various workshops run through Library Journal, which are being paid for by the Library's Per Capita Grant funds.

VIII. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

The Committee is scheduled to meet on October 2.

B. Building & Grounds – Tim Bochula

No report.

C. Personnel – Marianne Kerr

Trustee Kerr reported that the Committee will meet before yearend.

Director Todd commented that the new Paid Leave For All Workers Act effective January 1, 2024, may necessitate review and modification of a related Library policy.

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)

Trustees Moser and Kerr reviewed the written minutes and verbatim tape recordings of all closed session meetings.

Trustee Moser moved, seconded by Trustee Kerr, that, in compliance with 5 ILCS 120/2.06, that minutes for the closed session meeting held on May 25, 2022 remain closed and that the need for confidentiality still exists as to these minutes.

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

Nays: None.

Absent: Trustee Peterson.

Abstain: None.

XI. OTHER

Trustee Jordan reported on correspondence relating to the Library's signing of the "Cook County United Against Hate" initiative sponsored by the Cook County Commissioner, and supported by legislative officials, that the Library was lauded for its support thereof. She also encouraged the online signing of a personal pledge against hate.

XII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:33 P.M.

Respectfully submitted,

Janet Jordan, Secretary

ATTEST:

Bill Moser, President