

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD APRIL 27, 2022
YOUTH PROGRAM ROOM 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, Patel and Peterson.

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

Absent: Trustees Lahey and Moser.

II. CONSENT AGENDA (ACTION)

- A. Approval of Minutes from March 30, 2022 regular Board meeting
- B. Approval of the Combined Statement of Assets as of March 31, 2022
- C. Ratify Paid Disbursements since March 30, 2022
- D. Approval of Bills for Payment for April, 2022
- E. Approval of Transfer from Savings to Checking

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

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

Nays: None.

Absent: Trustees Lahey and Moser.

Abstain: None.

III. PUBLIC COMMENTS

None.

IV. ATTORNEY'S REPORT

No report.

V. COMMUNICATIONS

No report.

VI. PRESIDENT'S REPORT

No report.

VII. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various Library happenings, including personnel hirings, building and grounds transitions to spring, geothermal feasibility study; Diversity, Equity and Inclusion (DEI) initiatives and staff training; community outreach and cooperation with the Park District, local schools and health care facilities; expansion of in-person adult and children's programs; Reaching Forward conference on May 6 at the Rosemont Convention Center to be attended by approximately half of the Library staff; and the Summer Reading Program "Read Beyond the Beaten Path" which will run from June 4 through July 31. On April 22, there was an in-person, in-service day for staff, focusing on individuals' physical challenges addressed by the Americans With Disabilities Act (ADA) and Diversity Equity Inclusion (DEI) issues.

VIII. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

No report.

B. Building & Grounds – Tim Bochula

The Committee met to review security camera issues, landscaping quotes and geo-thermal plans.

C. Personnel – Marianne Kerr

The Committee is scheduled to meet in May to review the Material Selection Policy and will meet just prior to the regular board meeting to discuss staff salaries and the annual evaluation of the Executive Director.

D. RAILS – Alex Todd

Director Todd reported that RAILS Executive Director Dee Brennan is retiring in November, 2022.

IX. OLD BUSINESS

None.

X. NEW BUSINESS

A. Review Contract for Claudine Kastner (ACTION)

Trustee Kerr moved, seconded by Trustee Jordan to approve the Contract, as presented.

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

Nays: None.

Absent: Trustees Lahey and Moser.

Abstain: None.

XI. OTHER

None.

XII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:32 P.M.

Respectfully submitted,

Pat Peterson, Secretary

ATTEST:

Bill Moser, President