

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD APRIL 30, 2025
MEETING ROOM B OF PROSPECT HEIGHTS PUBLIC LIBRARY,
12 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, Kerr, Lahey, Moser, Patel and Peterson.

Absent: Trustee Jordan.

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

II. CONSENT AGENDA (ACTION)

- A. Approve Minutes from March 26, 2025 Board meeting
- B. Approve the Combined Statement of Assets as of March 31, 2025, in the amount of \$7,964,936.31
- C. Ratify Paid Disbursements since March 26, 2025 in the amount of \$416,659.10
- D. Approve Bills for Payment for April, 2025 in the amount of \$167,709.46
- E. Approve Transfer from Savings to Checking in the amount of \$290,000.00

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

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

Nays: None.

Absent: Trustee Jordan.

Abstain: None.

III. PUBLIC COMMENTS

None.

IV. ATTORNEY'S REPORT

Director Todd conferred with the Library's attorney, who advised that certain items can be excluded from the monthly Board Meeting Agenda.

V. COMMUNICATIONS

Director Todd shared a recent article and analysis related to an Executive Order signed on March 14, 2025 by President Trump eliminating the Institute of Museum and Library Services (IMLS) and what that means for libraries in Illinois, amounting to over \$5 million in cuts.

He also shared information about proposed legislation in Illinois designed to improve security and enhance safety for all librarians across the state.

VI. PRESIDENT'S REPORT

Trustee Moser encouraged all Trustees to attend the LACONI Trustee banquet on May 30.

He also reported on visiting a library in Croatia during his recent vacation there.

VII. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various Library happenings including personnel issues; progress on the electric car charger installation project; some building and grounds issues including tuckpointing needed on some of the brickwork dating from the 1992 renovation; public copier lease renewal; floor and carpet cleaning to be performed on Memorial Day weekend; volunteer luncheon during National Volunteer Appreciation Week, in recognition of the almost 2,000 hours (the equivalent of one full time employee!) donated; completion of another annual Volunteer Income Tax Assistance (VITA) program which provided free income tax preparation service to almost 170 people and included assistance in Spanish, Polish, Ukrainian, Korean and American Sign Language (ASL); availability of a free spring planting kit for those patrons checking out three or more items, with each kit including seeds, a compostable planting pot and garden gnome starting May 1st while supplies last; Director Todd having helped with mock interviews at MacArthur Middle School; all day staff conference in Rosemont on May 1; Prospect Heights Community Day on June 7; and the Park District's annual Block Party on June 21.

VIII. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

No report.

B. Building & Grounds – Tim Bochula

No report.

C. Personnel – Marianne Ker

The Committee met on April 30. Three policies and the By-Laws are to reviewed this year.

D. RAILS – Alex Todd

No report.

IX. OLD BUSINESS

None.

X. EXECUTIVE SESSION – 5 ILCS 120/2(c)(1)

The board recessed the regular Board meeting at 7:47 P.M., pursuant to 5 ILCS 120/2(c)(1).

Trustee Moser moved, seconded by Trustee Bochula to go into Executive Session at 7:47 P.M.

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

Nays: None.

Absent: Trustee Jordan.

Abstain: None.

The regular Board meeting resumed at 7:54 P.M. with a Roll Call.

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

Absent: Trustee Jordan.

Also physically present: Executive Director, Alex Todd.

XI. NEW BUSINESS

A. Consolidated Election Results

Director Todd reported on the number of votes that Library Trustees Bochula and Jordan received in the consolidated election, as reported in the Suburban Cook County Clerk's Official Certificate of Results. Trustee Lahey commented on the extremely low voter turnout – a common phenomenon in spring elections.

B. Strategic Plan Presentation

Director Todd presented the framework of the 2025 – 2030 Strategic Plan. He commented that this is a “Post-Covid” Plan insofar as no one could have predicted the pandemic and its impact on the Library. The Plan’s overall goals are to: Foster lifelong learning through community engagement and core Library services, Welcome our community through comfortable and accessible spaces, and to Nurture a positive internal culture that equips staff for teamwork and growth.

The Plan was developed over the past year with the assistance of Fast Forward Libraries, which organized numerous meetings soliciting input from staff members and Library Trustees. Surveys were created in an effort to gather critical input from staff, trustees and the public.

C. Annual Review of the Executive Director (ACTION)

Trustee Moser moved, seconded by Trustee Bochula, that the compensation for Director Todd for the fiscal year 2025/2026 shall be \$144,000.

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

Nays: None.

Absent: Trustee Jordan.

Abstain: None.

XII. OTHER

None.

XIII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:17 P.M.

Janet Jordan, Secretary

ATTEST:

Bill Moser, President