

MINUTES OF THE REGULAR MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES HELD DECEMBER 18, 2024
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 7:05 P.M.

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

Absent: Trustee Patel.

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

II. CONSENT AGENDA (ACTION)

- A. Approve Minutes from November 20, 2024 regular Board meeting
- B. Approve the Combined Statement of Assets as of November 30, 2024 in the amount of \$6,803,430.94
- C. Ratify Paid Disbursements since November 20, 2024 in the amount of \$318,251.93
- D. Approve Bills for Payment for December, 2024 in the amount of \$163,870.55
- E. Approve Transfer from Savings to Checking in the amount of \$570,000.00

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

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

Nays: None.

Absent: Trustee Patel.

Abstain: None.

III. PUBLIC COMMENTS

None.

IV. ATTORNEY'S REPORT

No report.

V. COMMUNICATIONS

None.

VI. PRESIDENT'S REPORT

Trustee Moser reported on the December 4 North Suburban legislative breakfast attended by him and several of the Trustees, and on efforts to lobby on behalf of libraries to work with publishers to reduce the cost of physical and digital copies of books and publications.

VII. EXECUTIVE DIRECTOR'S REPORT

Director Todd reported on various Library happenings including personnel changes, routine seasonal building maintenance; upgrades to the Libraries staff and patron computers; two monetary donations to the Library; holiday music programs; the filing of requisite annual Levy documents with Cook County; staff service awards in 5 year increments; a huge increase in usage of The Lab by patrons leading up to the holidays; and Library hours of operation for the upcoming holiday seasons through the new year.

VIII. COMMITTEE REPORTS

A. Budget & Finance – Peggy Lahey

No report.

B. Building & Grounds – Tim Bochula

The Committee is scheduled to meet on January 13 to discuss proposed electric vehicle charging stations and other items.

C. Personnel – Marianne Kerr

No report.

D. RAILS – Alex Todd

No report.

IX. OLD BUSINESS

None.

X. NEW BUSINESS

A. 2025 Per Capita Grant

Director Todd reported on progress with completion and submission of the 2025 Per Capita Grant.

He also reported on feedback from other library Directors as to how Per Capita Grant funds are utilized by them.

XI. OTHER

Trustee Moser reminded the Trustees that next spring will bring the election of officers and committee assignments.

XII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:44 P.M.

Janet Jordan, Secretary

ATTEST:

Bill Moser, President