

MINUTES OF THE REGULAR MEETING OF THE  
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES HELD JUNE 25, 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, Jordan, Kerr, Lahey and Moser.

Absent: Trustees Patel and Peterson.

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

**II. CONSENT AGENDA (ACTION)**

- A. Approve Minutes from May 28, 2025 Board meeting
- B. Approve the Combined Statement of Assets as of May 31, 2025, in the amount of \$7,634,480.89
- C. Ratify Paid Disbursements since May 28, 2025 in the amount of \$317,320.21
- D. Approve Bills for Payment for June, 2025 in the amount of \$156,495.08
- E. Approve Transfer from Savings to Checking in the amount of \$350,000.00
- F. Set the FY25-26 Non-Resident Card Fee by Using the Tax Bill Method
- G. Ordinance 25-06-01 – Setting the Schedule of Regular Meetings

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

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

Nays: None.

Absent: Trustees Patel and Peterson.

Abstain: None.

**III. PUBLIC COMMENTS**

None.

#### **IV. ATTORNEY'S REPORT**

No report.

#### **V. COMMUNICATIONS**

None.

#### **VI. PRESIDENT'S REPORT**

Trustee Kerr commented on the Summer Reading Program and the upcoming Fourth of July parade.

#### **VII. EXECUTIVE DIRECTOR'S REPORT**

Director Todd reported on various Library happenings including personnel changes; a felled tree in the parking lot; details about the electric vehicle charging stations which are fully installed and functional; air handler unit malfunction; early stages of the masonry project; Town Hall meeting held at the Library on June 17 with State Representatives Tracy Katz Muhl and Mary Beth Canty; encouraging statistics on the Summer Reading Program "Level Up" with 500 youth and teens signed up and over 200 adults; the Library's first and second video game tournaments were held June 12, with 16 participants and June 20 with 13 participants; change in Library hours beginning September 8 to open weekdays at 9 A.M. rather than 10 A.M.; and the Library's participation in the July 4 Prospect Heights parade to be held on July 5.

#### **VIII. COMMITTEE REPORTS**

##### **A. Budget & Finance – Sandhya Patel**

The Committee is scheduled to meet on July 1.

##### **B. Building & Grounds – Tim Bochula**

No report.

##### **C. Personnel & Policy – Peggy Lahey**

No report.

##### **D. RAILS – Alex Todd**

No report.

#### **IX. OLD BUSINESS**

None.

**X. NEW BUSINESS**

A. Board Education – The Budget & Levy Cycle of Library Districts

Director Todd gave a presentation detailing the components of the Budget and Levy cycle.

**XI. OTHER**

Director Todd advised the board that the annual Trustee Day is scheduled for October 16 in Rosemont.

**XII. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:25 P.M.

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Janet Jordan, Secretary

ATTEST:

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Marianne Kerr, President