

MINUTES OF THE MEETING OF THE  
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES PERSONNEL & POLICY COMMITTEE  
HELD WEDNESDAY, APRIL 26, 2023

**I. Call to Order/Roll Call**

The meeting of the Personnel and Policy Committee of the Board of Trustees of Prospect Heights Public Library District was called to order by Chairperson Kerr at 6:03 P.M.

Roll Call: Physically Present: Trustees Bochula (6:15pm), Jordan, Kerr, Lahey, Moser, Patel

Present via Telephone: Peterson

Absent: None

Also Physically Present: Executive Director Todd, Assistant Director Wulf

Moser moved, seconded by Kerr to allow Pat Peterson to attend via telephone. Passed unanimously

**II. Approval of Minutes**

A. The minutes for the March 1, 2023 meeting of the Personnel & Policy Committee were approved by unanimous consent.

**III. Public Comment**

None.

**IV. Old Business**

None.

**V. New Business**

A. FY2023-24 Personnel Budget Recommendations

Director Todd proposed a \$1,710,000 budget for salaries for FY23-24. This would be a 3.6% increase over the current year's budget and would allow COLA raises of 6.5% for the staff. The Committee expressed support for the recommended budget.

B. Review the Library's Travel Reimbursement Policy

Director Todd reviewed his accomplishments for the year, concentrating on the progress made towards goals set by both the Board and himself.

**VI. Other**

**VII. Adjournment**

There being no further business to be brought before the Committee, the meeting was adjourned at 6:50 P.A.M.

Respectfully Submitted,

Marianne Kerr  
Chairperson, Personnel & Policy Committee