

MINUTES OF THE MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES PERSONNEL & POLICY COMMITTEE
HELD WEDNESDAY, APRIL 30, 2025

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 6:01 P.M.

Roll Call: Physically Present: Trustees Bochula, Kerr, Lahey, Moser and Peterson
 Absent: Jordan and Patel
 Also Physically Present: Executive Director Todd

II. Approval of Minutes

A. The minutes for the November 4, 2024 meeting of the Personnel & Policy Committee were approved by unanimous consent.

III. Public Comment

None.

IV. Old Business

None.

V. New Business

A. FY2025-26 Personnel Budget Recommendations

Director Todd proposed a salary budget of \$1,875,000 for FY25-26. This would be a 4.2% increase over the current year's budget. The increase would allow 4.0% staff raises comprised of a COLA adjustment of 2.9%% and a 1.1% merit increase. The Committee expressed support for the recommended salary budget.

B. Executive Director's Annual Review

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

VI. Other

The Committee set the time for the next meeting for Monday, May 5 at 11am to review the Library's Meeting Room Policy.

VII. Adjournment

There being no further business to be brought before the Committee, the meeting was adjourned at 6:27 P.M.

Respectfully Submitted,

Marianne Kerr
Chairperson, Personnel & Policy Committee