

Regular Board Meeting  
January 16, 2025  
Minutes

1. Call to Order

Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 6:08 p.m. by Marie Bass, President.

2. Roll Call

Present: Marie Bass [virtual], Mary Anne Benden [virtual], Brian Gilligan, Rosemary Groenwald, Sylvia Haas, Kristine O'Sullivan

Absent: Sylvia Fulk

Staff Present: Anne Belden, Jo Broszczak, Julie Collins, Malachi Kohlwey, Elizabeth Ludemann, Su Reynders, Suzanne Yazel

Visitors: None

All Trustees agreed to allow Trustee Bass and Trustee Benden to join the meeting virtually as per 5ILCS 120/7 (a).

3. Public Comment

There was no public comment.

4. President's Report

President Bass noted the many accomplishments achieved in 2024 specifically the Project A renovation and installment of the CCS catalog. She also recommended that the Board complete a self-evaluation exercise in 2025.

5. Consent Agenda

- a. Minutes of Regular Board Meeting of November 21, 2024
- b. November 2024 Bills and Financial Reports
- c. December 2024 Bills and Financial Reports
- d. Approve transfer of budgeted amount of \$800,000 from Library Fund to Capital Projects Fund effective prior to 12/31/2024
- e. Approve Resolution No. 2025-1 Acknowledging Payment to Mount Prospect Public Library Under Terms of the Ground Lease by the Village of Mount Prospect

Motion was made by Trustee Groenwald and seconded by Trustee Haas to approve the Consent Agenda as presented. Roll Call Vote: AYES: Bass, Benden, Gilligan, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: Fulk. ABSTAIN: None. Motion carried.

6. 2024 Year-End Financial Review

Finance Manager Malachi Kohlwey reviewed the library's financial position at the close of 2024 and answered questions. Malachi reported that overall, the library received 100.9% of the anticipated revenue and expended 96.7% of our budgeted expenditures. The Board thanked Malachi for his informative presentation.

7. Authorize Beginning Master Facility Plan Renovation "Project B" Design Phase

Executive Director Su Reynders reviewed the Master Facility Plan Project B renovation which includes the second floor and the anticipated timeline. In 2025 the staff will begin on the design phase for this project with our architects and construction manager. Reynders reported that the Board will be asked to approve a budget amendment later in 2025 to account for the associated Capital Projects costs for the design phase.

Motion was made by Trustee Haas and seconded by Trustee O'Sullivan to authorize staff to begin design work on Project B consisting of improvements to the second floor at the Main location with a target cost of no more than \$5M as presented. Roll Call Vote: AYES: Bass, Benden, Gilligan, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: Fulk. ABSTAIN: None. Motion carried.

8. Adult Programs Presentation

Deputy Director Anne Belden presented the adult programming evaluation results as part of the strategic plan. The results identified that there is interest in additional technology programs and more programs for seniors.

Trustees expressed several programming ideas including considering not hosting all programs at night and to repeat popular programs more often.

9. Executive Director Report

Executive Director Reynders reviewed the highlights of the monthly library reports and the strategic plan and answered questions. Su reported that she hosted her first Meet the Executive Director event on Thursday, January 16 from 4-5 p.m.

The Board agreed to host an after-hour networking event on Thursday, May 29, 2025 and discussed several format options.

10. Trustee Reports and Comments

There were no reports or comments.

11. Upcoming Meetings and Events Calendar

- a. January 18-19 – Friends Book Sale
- b. January 27 – Foundation Board Meeting – Kristine O'Sullivan
- c. February 1 – Shining Stars Gala
- d. February 6, 6:00 p.m. – Committee of the Whole Meeting – canceled

Mount Prospect Public Library  
Board of Library Trustees  
10 S. Emerson Street | Mount Prospect, IL 60056

- e. February 20 – 2025 State of the Village Meeting
- f. February 20, 6:00 p.m. – Regular Board Meeting
  - i. Resolutions of Appreciation for Foundation and Friends
  - ii. Approve Non-Resident Card Fee
  - iii. Approve Illinois Public Library Annual Report (IPLAR)
- g. February 24 – Foundation Board Meeting – Sylvia Fulk

12. Adjournment

Motion was made by Trustee Benden and seconded by Trustee Groenwald to adjourn the Regular Board meeting at 7:12 p.m. Voice vote carried.

  
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Rosemary Groenwald, Secretary

Approved as submitted 02/20/2025