



PALOS HEIGHTS
PUBLIC LIBRARY

DIRECTOR'S REPORT

Palos Heights Public Library Board of Trustees Meeting
April 17, 2025

Library News

This is typically a quietly busy time of year for us. We are busily preparing for summer reading and our kickoff party. We had a busy week when local schools were on spring break in March. I don't have a lot to report on my end, so I encourage you to take a look through the department reports for greater detail on what's been happening in the library this month.

Building & Grounds News

After last month's committee meeting, we have begun working on some new projects around the building.

- BTC is doing the background work (studying available drawings/documentation of our building) in preparation of their building envelope work in the coming weeks.
- Equipment for the new phone system has been delivered and is awaiting installation by our IT consultant.
- Tree trimming is scheduled for 4/21.
- Stanley Steemer is scheduled to come and deep clean all of our carpets on 4/19.

Budget News

Our bank balances continue to be healthy. So far, we have received almost 94% of the total tax disbursements that we expect to receive in the first half of 2025 totaling a little over \$1 million. There are no major surprises on either the expenditure or revenue side at this point. There is speculation that cuts to federal spending might lead to diminished revenues in our E-Rate and Per Capita Grants, but that is just speculation at this point. Federal cuts to the Institute of Museum and Library Services would likely affect some of the funding of the Illinois State Library, which provides the Per Capita Grant. However, I expect that the state would step in to provide a stopgap for any federal losses. In any event, these funds represent less than 1% of our annual budget, so a total loss would not be catastrophic for us.

Upcoming Events

- Thursday, April 17th – Policy Committee Meeting (if needed), 6:00pm
- Thursday, April 17th – Regular Board Meeting, 7:00pm
- Thursday, May 15th – Committee Meeting, 6:00pm
- Thursday, May 15th – Regular Board Meeting, 7:00pm
- Saturday, May 31st – Summer Reading Kickoff Party!, 10am – 2pm
- **Wednesday**, June 18th – Regular Board Meeting, 7:00pm

Agenda Items

Item 1: Discussion of Youth and Teen Services Department with Carla Dinnocenzo

We have heard from our four Department Heads, but we have one department that has an Assistant Department Head who is also a member of our Management Team. I have asked Carla to come and speak with you about her experience in Youth and Teen Services.

Recommendation: No action is needed on this item.

Item 2: Policy Committee Recommendations

Rose has been reviewing a number of policies that are up for revision. I'm not sure if those will be ready for approval at this month's meeting, but I have tentatively scheduled a Policy Committee Meeting in case they are. If so, I expect to have them for your approval at the regular meeting. If not, look for those in the next month or two.

Recommendation: I recommend that you approve any recommendations of the Policy Committee, if they have any to present at the meeting.

Respectfully submitted,
Jesse Blazek
Library Director