

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of August 21, 2019

**Board of Trustees Regular Meeting
August 21, 2019 – 7 p.m.**

A. Roll Call

President Suriano called the meeting to order at 7:23 p.m. Secretary Megaridis called the roll.

Present: Asma Akhras, Donald Damon, Taylor Frawley, Marian Krupicka, Crystal Megaridis, Diane Ruscitti, Victoria Suriano

Absent:

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski

Others:

President Suriano asked for additions and/or corrections to the agenda. There were none.

B. Mission Statement: Secretary Megaridis read the library mission statement. We enrich people's lives by providing opportunities to explore, connect, and be inspired.

Vision Statement: Secretary Megaridis read the library vision statement. Lives are enriched and dreams are realized.

C. Public Comment

D. Communications and Announcements

1. Article in Literacy DuPage Spark Newsletter

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, July 17, 2019
2. Action on Bills/Additional Bills
3. Approval of 2019 Illinois Public Library Annual Report
Damon moved, Krupicka seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

With respect to the architectural firm search, Bukovac reported that six firms are coming for a tour. Two other firms will be submitting a response but are not asking for a tour.

H. Department Reports

I. Staff Report – none

J. Reports

1. Treasurer's Report – backup in packet.

2. Chamber Reports – backup in packet.
3. RAILS – backup in packet.
4. Building and Grounds Committee – no report.
5. Finance Committee – no report
6. Planning/Outreach Committee – no report.
7. Policy Committee – no report.

K. Unfinished Business - none

L. New Business

1. Appointments to Committees – Suriano said the appointments are as follows:
Building & Grounds: Krupicka (chairperson), Megaridis, Akhras
Finance: Krupicka (chairperson), Damon, Ruscitti
Policy: Damon (chairperson), Frawley, Megaridis
Planning/Outreach: Krupicka (chairperson), Akhras, Ruscitti
2. Proposal to Extend Reading Garden Pavers and Install Steps – Birmingham noted that at their April meeting the Building and Grounds committee discussed adding an additional patio to the east of the Reading Garden and adding stone steps leading down to the Prairie Patch along the dry river bed area. Additional outdoor space has been a frequent request from our residents and will be helpful for outdoor summer activities. Birmingham reviewed the project costs. Our Building Services Coordinator will complete the installation himself, saving us labor costs. Ruscitti moved, Damon seconded to approve the landscaping improvement proposal including patio, steps and benches at a total cost of \$6513.00. Ayes: Akhras, Damon, Frawley, Krupicka, Megaridis, Suriano, Ruscitti. Nays: none. Abstain: none. Motion carried unanimously.
3. Architectural Firm Search – Bukovac reported that the Request for Qualifications was sent to five architectural firms and a notice was published in The Doings and Suburban Life. The process for the search is to have the Building and Grounds Committee review the RFQ's and select three firms to interview. The committee would develop questions for the interview and visit libraries designed by the three firms. The Trustees felt it would be valuable to have the full Board do the interviews. They discussed October 7 or 8 for a special Board meeting at which they would interview the three firms chosen by the Building and Grounds Committee.
4. Strategic Plan Activities FY 19/20 – Bukovac distributed and reviewed an Activity Plan for 2019-2020. The plan lays out key initiatives and activities for the three strategic directives-empowering, welcoming, connecting. It includes development of a new staffing model. Also included is more community outreach. The Board said the plan was very exciting. Bukovac will keep them updated with quarterly reports. Megaridis noted that the Board use to meet with legislators and do presentations at Village meetings. She encouraged Bukovac to include those activities in the plan.
5. Library Staffing Model – Bukovac gave a powerpoint presentation. She said that staffing was one of the areas that the Visioning Committee discussed. Statistics show how little actual reference work is done at the desk and that the librarians were doing work that the associates can do. Their observation led Bukovac to begin thinking about how we can free up the librarians so they can do more work in the community. Bukovac talked about gaps in our services including outreach in senior living residences, outreach to businesses, and liaisons with organizations. There is great potential for what our librarians can do if more of their time is freed up to develop programs and be out in the community. Other service areas identified that need improvement include patrons being “pinballed” around the library in

order to accomplish what they want and lack of uniformity in our delivery of services to all demographics. Bukovac has been working with the department heads on development of a new model and she told staff at the staff institute that a new staffing model was being looked at. She and the department heads visited Cedar Rapids, IA library and Beloit, WI library to learn about their staffing models. Bukovac will update the Board each month.

M. Scheduled Meetings

A Building and Grounds Committee meeting was scheduled for September 10 at 6 p.m.

N. Community Events

O. Library Event

IPPL Foundation Art Contest Reception, August 26, 3:30 p.m.

P. Adjournment

At 8:55 p.m. Krupicka moved, Frawley seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Crystal Megaridis, Secretary