

Indian Prairie Public Library  
Board of Trustees Minutes  
Regular Meeting of August 18, 2021

**Board of Trustees Regular Meeting  
August 18, 2021 – 6:30 p.m.**

A. Roll Call

President Suriano called the meeting to order at 6:34 p.m. Secretary Megaridis called the roll.

Present: Marian Krupicka, Crystal Megaridis, Sri Rao, Christina Rodriguez, Victoria Suriano

Absent: Donald Damon, Themis Raftis

Staff Present: Laura Birmingham, Maria Wlosinski, Debbie Sheehan, Natalie Baddour,  
Marissa Fletcher, Heather Jensen

Others: none

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.

Values Statement: Secretary Megaridis read the library values statement. We value and respect the individual. We empower and guide each visitor. We aspire to bring people together.

C. Public Comment - none

D. Communications and Announcements

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, July 21, 2021

2. Action on Bills/Additional Bills

3. Approval of 2021 Illinois Public Library Annual Report

Rao moved, Krupicka seconded to approve the Omnibus Consent Agenda. Ayes: Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon, Raftis. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

H. Department Reports

I. Staff Report – Marissa Fletcher, Resource Services Librarian/Kids & Teens and Natalie Baddour, Resource Services Librarian/Adults introduced themselves to the board and gave a summary of their responsibilities. They are excited about the new staffing model.

## J. Reports

1. Treasurer's Report – backup in packet.
2. RAILS – backup in packet.
3. Building and Grounds Committee – no report
4. Finance Committee – no report
5. Planning/Outreach Committee – no report
6. Policy Committee – no report

## K. Unfinished Business

1. Renovation Update – We have a walk-through with the contractor on Tuesday to create the punch list.
2. Library Fines – Discussion continued from last month's meeting regarding resident Nader Najjar's letter requesting that the library consider discontinuing charging fines for overdue items. Bukovac's memo in the packet provides answers to some of the Board's questions and Guest Services Department Head, Debbie Sheehan, attended tonight's meeting to answer questions. Bukovac's memo explains that overdue fines were instituted in libraries to motivate people to return materials. Libraries who have chosen fine-free now incentivize people to return items by placing a stop on a patron's card if an item is not returned within a certain number of days. If we implemented a no-fines policy, a patron's card would be stopped when one item is 14 days overdue. We would want to continue to charge overdue fines for equipment, console games, and Hot Picks to ensure their timely return. With respect to interlibrary loan items, overdue fines follow the policies of the library that is checking out the item. In SWAN, 47 libraries out of 100 don't charge overdue fines, including 11 libraries in our area. Sheehan indicated that patrons do get upset when they know that surrounding libraries don't charge overdue fines and we do. She pointed out that we are very flexible when it comes to waiving fines. Bukovac's memo states that we generally waive 25% of fines each year. When asked how a patron's behavior changes with fine-free, Sheehan said fine-free libraries have reported that stopping a patron's card when an item is 14 days overdue is working very well. The Board agreed that our fine revenue is a significant amount of money. They want to ensure they are being fiscally responsible when deciding this issue. At the end of tonight's discussion, the Board determined there is additional information they would like to have before making a decision. First, what percentage of our total fine revenue comes from items that incur a .25 cents a day fine? The Board was also interested to know what the neighboring libraries charge for tech items. The following questions were raised with respect to fine-free libraries: how do they market this feature and do they call it "fine-free", how do they communicate to their patrons that some items still carry a fine, are there items they are charging fines on that we do not?

## L. New Business

1. COVID Policy and Practices – Suriano stated that subsequent to the July Board meeting, DuPage County announced that the county is in substantial transmission stage and recommending that everyone wear masks - we changed the wording on our signage accordingly and brought back the "kids zone = mask zone" signs. Suriano reiterated that it's a fluid situation. A sheet was distributed indicating our response to the various transmission levels.
2. Library Hours – Last month the Board voted to increase hours starting August 23. Unfortunately, we had two resignations after the July meeting. So we are still short five people in Guest Services and two librarians. Megaridis moved, Rodriguez seconded to keep

our current hours in place. Ayes: Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon, Raftis. Motion carried unanimously.

3. Replacement of Strobe & Horn Strobes to Sync with Fire Alarm System – As reported at the April and May Board meetings, Tri-State’s review indicated that our strobes are not up to code in some areas and need to be synchronized. The strobes were installed when the building was built and the fire code has changed since that time. The current strobes cannot be programmed to flash in sync so they need to be replaced as well as the annunciator panel in the vestibule. We received two bids and are waiting on a third. Fox Valley is the current low bid at \$6,490.00. Rao moved, Rodriguez seconded to approve spending up to \$6,490.00 to replace the strobes and the annunciator panel. Ayes: Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon, Raftis. Motion carried unanimously.
4. Audit of Secretary’s Minutes & Review of Closed Session Minutes - Krupicka and Raftis conducted the audit and review. Krupicka reported that the minutes are in order and recommend keeping all closed session minutes closed. Megaridis moved, Rodriguez seconded to keep all closed session minutes closed. Ayes: Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon, Raftis. Motion carried unanimously.

M. Scheduled Meetings

A Building & Grounds Committee Meeting is scheduled for September 7 at 6:30.

N. Adjournment

At 7:38 p.m. Rodriguez moved, Megaridis seconded to adjourn the meeting. Ayes: Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon, Raftis. Motion carried.

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Crystal Megaridis, Secretary