

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of June 15, 2016

**Board of Trustees Regular Meeting
June 15, 2016 – 6:30 p.m.**

A. Roll Call

Vice-President Damon called the meeting to order at 6:35 p.m. Acting-Secretary Megaridis called the roll.

Present: Donald Damon, Marian Krupicka, Julia Lacayo, Crystal Megaridis, Diane Ruscitti

Absent: Beena Deshmukh, Victoria Suriano

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Natalie Williams

Others:

Vice-President Damon asked for additions and/or corrections to the agenda. There were none.

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

Vision Statement: Acting-Secretary Megaridis read the library vision statement. Our community depends upon the Indian Prairie Public Library District as a vital and trusted resource for achieving personal goals and enhancing quality of life. With a welcoming environment and state-of-the-art services, the library is an essential center of learning, inspiration, and community pride.

C. Public Comment – none

At this point Natalie Williams gave her staff report (Item I). She left at 7:10 p.m. and the Board continued with the rest of the agenda

D. Communications and Announcements

1. Rotary After Hours Open House

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, March 16, 2016
2. Treasurer's Report
3. Action on Bill/Additional Bills
4. Ordinance #2016-2 Ascertainning the Prevailing Wage
5. Ordinance #2016-3 Establishing Regular Meeting Dates
6. Resolution #2016-A Transfer Corporate Funds to Building and Maintenance Fund
Krupicka moved, Lacayo seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Krupicka moved, Megaridis seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

The library received a donation of \$833.00 from the Darien Woman's Club today. The candidate chosen for the Head of Adult Services position has accepted and will start on August 1. His name is Tony Lucarelli. Besides working as a librarian in several capacities at Bolingbrook Library, he also has a PR/Marketing background.

H. Department Reports

- I. Staff Report – Natalie Williams, Head of Youth Services spoke to the Board about the summer reading challenge. This year's theme is "Better Together". We are celebrating the strengths of the community and all of the people who live within it. Kids who sign up get a yard sign and a reading log. Youth Services staff promoted the summer reading challenge and distributed reading logs to each child when they visited the schools in May. We have collaborated with partners in the community including the Burr Ridge and Darien Park Districts, Countryside Bank, Good Worx/Sunny Patch Project, Whole Foods, Chick-fil-A and Gower Schools to provide many programs and events. In the past, Gower Schools created their own summer reading program but this year they are using our program plus sending teachers to the library to present programs including Leadership Training, a Call to Action Workshop and art programs. Library activities taking place out in the community include storytimes, movies, technology and STEM activities. The Community Gardening Project with Good Worx/Sunny Patch is up and running. Twenty-one pop-up community gardens were planted at the library and now our Garden Buddies program has begun. Kids in grades 1-6, together with teen volunteers, will be maintaining the gardens by pruning, watering and harvesting. STEM projects in the gardens will teach them about photosynthesis, soil testing, the water cycle, compost, pollination and harvesting. Williams reported that our Summer Youth Associates and Summer Teen Intern have been a huge asset to the department. The Board complimented Williams and her staff on all of the amazing things they are doing.

J. Reports

1. Chamber Reports – none
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 - none

L. New Business

1. Appoint Committee to Review Closed Session Minutes and Complete Secretary's Audit – Megaridis and Krupicka will be on the committee.
2. Financial Forecast - Bukovac reviewed the financial forecast information contained in the Board packet. She prepared three forecasts reflecting three different scenarios with respect to property tax revenue and per capita grant revenue. The Board discussed the recommended cost saving areas contained in the backup pertaining to the salary range for substitutes and time and a half pay to part-time employees working on Sundays as well as time and a half compensatory time to full-time staff working on Sundays. With respect to library fines, Bukovac reported that out of 33 area libraries, 15 libraries charge .10 cents per day for overdue adult items, 16 libraries charge .15 cents or more per day and 2 libraries charge nothing. She asked the Board to think about raising our overdue fines from .10 cents per day to .15 cents per day.

3. Operating Budget 2016/2017 – Bukovac reviewed the expenditures contained in the proposed 2016/2017 operating budget. Lacayo asked about the bank fees line. Bukovac explained that these are fees the bank charges for transfers, payroll direct deposits and credit card transactions. Bukovac will ask our Office Coordinator to run a report on the bank fee budget line. Krupicka moved, Lacayo seconded to approve the Operating Budget for 2016/2017. Ayes: Damon, Krupicka, Lacayo, Megaridis, Ruscitti. Nays: none. Absent: Deshmukh, Suriano.
4. Proposed 2016/2017 Salary Range – The packet contains information comparing IPPL starting salaries with other libraries. The proposed 2016-2017 salary range reflects a 1.5% cost of living increase. Lacayo moved, Megaridis seconded to approve the proposed 2016-2017 salary range. Ayes: Damon, Krupicka, Lacayo, Megaridis, Ruscitti. Nays: none. Absent: Deshmukh, Suriano.
5. Personnel Policy – Megaridis moved, Krupicka seconded to approve the changes to personnel policy 802.4.3 and 802.4.5 effective July 1, 2016. Ayes: Damon, Krupicka, Lacayo, Megaridis, Ruscitti. Nays: none. Absent: Deshmukh, Suriano.
6. District 86 Food Pantry Proposal – Bukovac said that HCS Family Services has asked the Board to consider writing a letter of support for the proposal to place a food pantry at District 86. Others letters of support are in the packet. Debbie Baker of HCS has told Bukovac that the district’s transition center is not being considered due to its many limitations. Bukovac noted that the library is viewed as a leader in the community. The Board discussed the opportunity for the library to partner with the group to provide adult/youth programming. Megaridis and Krupicka noted that the library has a history of working with other food pantries in the area and most recently is partnering with Good Worx/Sunny Patch Project by planting community gardens at the library to share food grown with local at-risk families. Lacayo moved, Megaridis seconded to write a letter of support to place a food pantry at District 86. Ayes: Damon, Krupicka, Lacayo, Megaridis. Nays: none. Abstain: Ruscitti. Absent: Deshmukh, Suriano.

M. Scheduled Meetings

1. A Planning/Outreach Committee meeting is scheduled for July 26 at 6:30 p.m.

N. Community Events

O. Library Event

P. Adjournment

At 8:30 p.m. Megaridis moved, Krupicka seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Crystal Megaridis, Acting-Secretary