

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of June 16, 2021

**Board of Trustees Regular Meeting
June 16, 2021 – 6:30 p.m.**

Executive Order 2020-07 suspends the in-person presence requirements for elected officials and eliminates the limitation on remote access. To provide remote access for Library Trustees while allowing the public to access the Board meeting, we will be hosting our June 16, 2021 meeting via the Zoom platform. Information as to how to listen to the meeting by phone is provided below.

We provide opportunity for public comment at all Board meetings. For this remote access meeting members of the public can share comments by submitting their comments in advance through email by sending them to directors@ippl.info by 6:15 p.m. June 16, 2021. Please indicate this is a Board Meeting comment in the subject or body of the comment. Comments will be read aloud during the public comment section of the agenda and entered into the public record.

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Webinar ID: 815 0930 6240

A. Roll Call

President Suriano called the meeting to order at 6:32 p.m. and stated the following:

“This meeting is held as a virtual meeting given that the governor has declared the coronavirus pandemic a disaster. I have determined that an in-person meeting is not practical or feasible because of the disaster. I have also determined that it is not feasible or practical, due to the disaster and disaster proclamation, to have a library trustee, the library director, or the library's attorney present at the library during the meeting.” Suriano verified that each trustee could hear the discussion. Secretary Megaridis called the roll.

Present: Donald Damon, Marian Krupicka, Crystal Megaridis, Themis Raftis (arrived at 6:35), Sri Rao, Christina Rodriguez, Victoria Suriano

Absent: none

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Ann Stovall

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

At this point Stovall gave her staff report. She left at 6:55 and the Board continued with the rest of the agenda.

D. Communications and Announcements

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, May 19, 2021
2. Action on Bills/Additional Bills
3. Ordinance #2021-2 Establishing Regular Meeting Date
4. Finance Committee Meeting Minutes, June 9, 2021
5. Financial Policy

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

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

Two librarians have been hired and one Guest Services Associate. We still need one more librarian and four Guest Services Associates. Starting July 2 we will be open on Fridays from 10-5 and we hope to be open our full hours in mid-August to coincide with school openings. Cross-training among staff is going very well.

H. Department Reports

- I. Staff Report – Ann Stovall, Head of Technology & Maker Services gave an introduction into our new maker studio. The maker studio is a DIY social space that empowers our community to see themselves as inventors, builders, and creators. People will be able to print, carve, engrave, sew, embroider, etc. IPPL is not new to the maker services movement. We were the first library in the area to offer a 3D printer and maker services. In 2016 we added a carving machine, and in 2018 with the support of the Sadowski family we opened the Wouldshop. Stovall highlighted the equipment available in the new maker studio which will include 3D printers, laser cutter, carving machine, dye cut machine, sewing machines, embroidery and knitting machines. Some of the equipment will require certification for patrons to use on their own and other equipment will need staff assistance. Stovall thanked the Foundation and Friends for funding the laser cutter and the new 3D printer for the studio. The Board will get a tour of the studio at a future Board meeting.

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 – Bukovac provided an update. We're hoping that the lobby service desk will be installed next week. The laser cutter in the maker space needs an exhaust fan. Movers will be here next Friday moving shelving. We're waiting to hear when the marketplace shelving will arrive. Lighting for the café will arrive sometime in September. Glass for the maker space will be installed in August. Patrons in the youth area have been asking when toys will be available in the department. The CDC says this is okay. We're looking at putting a few out while maintaining social distance.

L. New Business

1. COVID Policy and Practices – The library currently has a policy that states masks must be worn and that the policy will be lifted when the State reaches phase 5. At last month's meeting the Board decided to leave the current policy in place until Phase 5 is announced. Since then the state has officially moved to phase 5 with no mask mandate. Each business can make its own choice as to whether or not masks are required. The Trustees reiterated their concern from last month that children under 12 are not vaccinated. After further discussion, the consensus was that masks would not be required for vaccinated people on the first floor but everyone would be required to wear masks on the second floor in the public areas in order to keep children safe. The exception is vaccinated adults and teens using conference rooms. We will post signage and will have masks available. The Board will be watching directives to the schools from the Illinois Department of Health and the Department of Education regarding safety measures in schools. Rao moved, Megaridis seconded to require masks for everyone on the second floor in public areas until further discussion. Ayes: Damon, Krupicka, Megaridis, Rao, Rodriguez, Suriano. Raftis not present for the vote. Nays: none. Absent: none. Motion carried.
2. Capital Projects and Financial Forecast – The packet contains an informational list of capital projects and a financial forecast to the year 2030. The information gives an overview of the library's financial landscape. Bukovac noted that we end up with good solid reserves.
3. Operating Budget 2021/2022 – The operating budget includes a summary of expenditures and revenue and specific income information. Bukovac noted that she reduced desk monies because we'll probably continue to be slower than normal. With respect to the tax cap, CPIs have been running at 1.7-1.8% which has given us a healthy budget. Krupicka moved, Damon seconded to approve the Operating Budget 2021/2022. Ayes: Damon, Krupicka, Megaridis, Raftis, Rao, Rodriguez, Suriano. Nays: none. Absent: none. Motion carried unanimously.
4. FY21/22 Salary Schedule – Each year Bukovac includes information in the packet comparing IPPL starting salaries for benchmark positions with other area libraries. Bukovac noted that we try to keep the salaries in the middle range compared to other libraries so we remain competitive. The proposed salary schedule contains a 1.5% increase. Rao moved, Damon seconded to approve FY21/22 Salary Schedule. Ayes: Damon, Krupicka, Megaridis, Rao, Rodriguez, Suriano. Raftis not present for the vote. Nays: none. Absent: none. Motion carried.
5. Appoint Committee to Review Closed Session Minutes and Complete Secretary's Audit – this will be done next month.

M. Scheduled Meetings

1. Dates for a Building and Grounds Committee meeting were discussed but not finalized.

N. Community Events

O. Library Events

P. Adjournment

At 8:05 p.m. Krupicka moved, Rao seconded to adjourn the meeting. Ayes: Damon, Krupicka, Megaridis, Rao, Rodriguez, Suriano. Raftis not present for the vote. Nays: none. Absent: none. Motion carried.

Crystal Megaridis, Secretary