

Indian Prairie Public Library  
Board of Trustees Minutes  
Regular Meeting of March 15, 2017

**Board of Trustees Regular Meeting  
March 15, 2017 – 7 p.m.**

A. Roll Call

President Suriano called the meeting to order at 7:08 p.m. Secretary Deshmukh called the roll.  
Present: Donald Damon, Beena Deshmukh, Marian Krupicka, Julia Lacayo, Crystal Megaridis,  
Diane Ruscitti, Victoria Suriano

Absent:

Staff Present: Jamie Bukovac, Maria Wlosinski, Laura Birmingham, Tony Lucarelli

Others:

President Suriano asked for additions and/or corrections to the agenda. Bukovac added D5  
Library Journal Article Movers & Shakers 2017 to Communications and Announcements.

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

Vision Statement: Secretary Deshmukh 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 Lucarelli gave his staff report (Item I). He left at 7:25 p.m. and the Board  
continued with the rest of the agenda.

D. Communications and Announcements

1. Winterhalter to Williams re: Katie Salo
2. Bongiovanni to Bukovac re: Parking for Darien Dash
3. Bukovac to Bongiovanni re: Parking for Darien Dash
4. Bukovac to Community Memorial Foundation re: YWCS Metropolitan Chicago Grant  
Request
5. Library Journal Article Movers & Shakers 2017  
Bukovac distributed an article from Library Journal naming Assistant Head of Youth  
Services Tyler Works a 2017 "Mover & Shaker" in the library industry.

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, February 15, 2017
2. Treasurer's Report
3. Action on Bill/Additional Bills
4. Policy Committee Minutes February 22, 2017

5. Proposed Changes to Policies:

- 200 By-Laws
- 210 Public Comment
- 420 Library Cards
- 430 Circulation of Materials
- 431 Fines and Charges
- 432 Homebound Services
- 433 Suspension and Limitation of Privileges
- 440 Services – Information
- 450 Library Sponsored Programming
- 455 Group Tours/Programs
- 456 Proctoring
- 471 Social Media
- 475 Miscellaneous Equipment
- 490 Process for Patron Complaint
- 500 Materials Selection Policy
- 610 Solicitation on Library Property
- 650 Conference Rooms
- 660 Meeting Room/Board Room
- 670 Alcoholic Beverages
- 680 Video Surveillance
- 700 Identity Protection Policy
- 801.1 Equal Opportunity Employer
- 801.2 Background Checks
- 802.9 Workplace Harassment
- 803.1 Staff Conduct
- 805.4 Sick Leave
- 805.5 Bereavement Leave

Damon moved, Megaridis seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Krupicka moved, Deshmukh seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

Bukovac reported that someone has been trying to deposit/cash checks using the library's account number and bank routing number. Our account has been flagged so that checks can't be cashed. Also we have Positive Pay set up which catches bad checks that have been deposited.

H. Department Reports

- I. Staff Report – Tony Lucarelli, Head of Adult Services, spoke to the Board about an enhanced searching feature available on the online catalog. The catalog will now include EBSCO Discovery Service (EDS). Lucarelli demonstrated the new article search tab that pulls information from our databases including articles, journals, newspapers and more. Also with EDS a patron only has to log in with their library card once for all of the resources rather than logging in to each database separately. It's a more seamless search product for patrons as well as for staff as they help patrons.

J. Reports

1. ILA Trustee Workshop – Ruscitti reported that the workshop was well attended. They covered policies and procedures. Topics included security, parental supervision, freedom of speech, censorship and financials for the State of Illinois. Backup is in the 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 – Damon reported that the committee met on February 22 to review policies. Minutes from the meeting and proposed policy changes were approved tonight under the Omnibus Consent Agenda.

K. Unfinished Business

1. Self Checkout and RFID – Bukovac reviewed the backup which contained new information about loss of DVDs and CDs, the majority of which are in security cases. We inventoried particular genres using new software from SWAN. The information collected gave us a good sense for the history of what has gone missing. Bukovac said that the security cases are expensive and they do not make a difference with theft. She is recommending that the library not move to RFID at this time and purchase just the self-service software for self-checkout and self-checkin stations. Once that is set up we will continue to monitor the patron experience, perform monthly inventory checks with the new software, and continue weeding the collection. The Board agreed with Bukovac’s recommendation. Bukovac will present quotes relative to the software at a future meeting.

L. New Business

1. Auto Renewal – Bukovac said that SWAN is offering libraries the option to provide auto-renewal to patrons. Items eligible for renewal would automatically be renewed. Even if IPPL chooses to not select auto renewal, IPPL items sent through ILL to another library which has chosen auto renewal would be checked out under the lending library’s loan rules and the IPPL items would be auto renewed. The Board discussed the feature. They were concerned that it would eliminate a sense of urgency for returning items in a timely manner resulting in reduced access for other patrons. They noted that part of the library experience is browsing the collection. As stewards of the library, they want to provide our materials in a timely manner for all of our patrons. They were also concerned about the potential loss of fine revenue. Libraries who offer auto renewal have seen a 30-40% decrease in fine revenue. Discussion will continue next month.
2. Building and Property Maintenance Costs – Birmingham provided information in the packet about the building maintenance/repair budget line. We’ve seen this budget line spike this year and last year because of the HVAC system which is aging and in need of frequent repairs. For a building of our size, we have a complicated system; we have groups of equipment (sensors, motors, etc.) at 188 different points in the library. As areas fail, we have been repairing/patching rather than replacing. Bukovac said it may be more cost effective to replace equipment each year. The matter will be discussed further by the Finance Committee.

M. Scheduled Meetings

N. Community Events

O. Library Event

P. Adjournment

At 8:38 p.m. Deshmukh moved, Megaridis seconded to adjourn the meeting. All ayes. Motion carried unanimously.

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Beena Deshmukh, Secretary