

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of May 19, 2021

**Board of Trustees Regular Meeting
May 19, 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 May 19, 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. May 19, 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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A. Trustee Oaths of Office

Wlosinski administered the oath of office to Crystal Megaridis, Themis Raftis, Sri Rao, and Christina Rodriguez.

B. Roll Call

President Suriano called the meeting to order at 6:35 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, Sri Rao, Christina Rodriguez, Victoria Suriano

Absent: none

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski

Others: none

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

C. Election of Officers - The Nominating Committee presented the following slate for officers.

President, Victoria Suriano; Vice-President, Donald Damon; Treasurer, Marian Krupicka; Secretary, Crystal Megaridis. Rao moved, Megaridis seconded to approve the slate as presented. Ayes: Damon, Krupicka, Megaridis, Raftis, Rao, Rodriguez, Suriano. Nays: none. Absent: none. Motion carried unanimously.

- D. 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.

- E. Public Comment - none

- F. Communications and Announcements

- G. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, April 21, 2021
2. Action on Bills/Additional Bills
3. Building & Grounds Committee Minutes, April 30, 2021
4. Nominating Committee Minutes, May 4, 2021

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

- H. Items Deleted from Omnibus Consent Agenda - none

- I. Library Director's Report

As reported last month, Tri-State's review indicated that our strobes and sprinklers are not up to code in some areas. Bukovac is working with the Fire Marshall on this. We are still working through staffing issues. Youth librarian, Monica Dzierzbicki, is retiring as of June 26. Two people from Guest Services are leaving to take full-time positions. Next month, the head of our new maker studio will attend the board meeting to share about new services. On Monday we will open two conference rooms to the public that were available prior to the renovation. We're planning to have the July Board meeting at the library; we'll have to wait and see about the June meeting.

- J. Department Reports

- K. Staff Report – Laura Birmingham, Assistant Director/Head of Programming and Outreach – Birmingham took over her expanded role as Head of Programming and Outreach a few weeks ago. She has been involved in aspects of programming her entire library career and is looking forward to learning more. She has spent time over the last few weeks meeting with her new staff. She will go from managing three to nine people. Birmingham highlighted our all-ages Summer Challenge as well as our online and outdoor programs.

- L. 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

M. Unfinished Business

1. Renovation Update – Bukovac provided an update. Shelving and furniture will be delivered throughout the weeks of June 14, June 21, and June 28. The architect feels we can stay open during that time.

N. New Business

1. Committee Appointments – Suriano reviewed the committee appointments:
Building & Grounds – Krupicka (CP), Raftis, Rao
Finance – Krupicka (CP), Damon, Rodriguez
Plan/Annexation – Megaridis (CR), Rao, Rodriguez
Policy – Damon (CP), Megaridis, Raftis
2. COVID Policy and Safety 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. The Board discussed whether we should follow the current policy or if we should adjust according to the orders issued by the governor relative to the new CDC guidelines. Discussion included the fact that children under 12 are not vaccinated. Bukovac reported that we had no issues over the weekend with respect to the library continuing to require masks. The Board agreed to continue with the library's current policy until phase 5 is announced. At that time they will consider what the governor says. They will also consider requiring masks in the kids area and having protected hours (i.e. 9-11 a.m.) during which a mask would need to be worn throughout the library.
3. Library Hours – Bukovac gave an overview. The library is normally open 72 hours a week. When we reopened in July after the initial COVID shutdown, we reduced hours to 54 a week. But we found that we couldn't staff that schedule so we decided to close on the slowest day which is Friday. We now want to add Friday hours back and return to opening at 9 a.m. every day, but we're missing three librarians and several associates. So we're looking at opening on Fridays from 1-5 beginning July 1. The ultimate goal is to be open our full hours when school starts in mid-August. The board agreed to reopen from 1-5 on Fridays starting in July. With respect to our current hiring situation, Bukovac explained that we're not getting our typical demographic of people looking for part-time work. Megaridis asked about hiring a full-time person for a position instead of a few part-time people. Bukovac will be looking at that from a budget perspective because it adds the cost of pension and health insurance.
4. Request to Replace Chiller Condenser Coil – We received three quotes for replacement of the coil. The price difference between the lowest and second lowest quote is \$150. Rodriguez suggested that we go with the lowest quote but if there is a scheduling issue, then we go with the second lowest. Rao moved, Megaridis seconded to approve replacing the chiller condenser coil at a cost of \$8,972.00 or less. Ayes: Damon, Krupicka, Megaridis, Raftis, Rao, Rodriguez, Suriano. Nays: none. Absent: none. Motion carried unanimously.

O. Scheduled Meetings

1. A Finance Committee meeting is scheduled for June 9, 2021 at 1 p.m.

P. Community Events

Q. Library Events

R. Adjournment

At 7:41 p.m. Rao moved, Rodriguez seconded to adjourn the meeting. Ayes: Damon, Krupicka, Megaridis, Raftis, Rao, Rodriguez, Suriano. Nays: none. Absent: none. Motion carried unanimously.

Crystal Megaridis, Secretary