

Indian Prairie Public Library
Board of Trustees Minutes

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 November 18, 2020 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. November 18, 2020. 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.

iPhone one-tap :

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Webinar ID: 867 0367 9304

Passcode: 051294

International numbers available: <https://us02web.zoom.us/j/kpbhAC1ZV>

**Truth in Taxation Hearing
November 18, 2020 – 6:30 p.m.**

- A. Call to Order and Statement of Purpose – President Suriano called the meeting to order at 6:30 p.m. Present were Asma Akhras, Donald Damon, Taylor Frawley, Marian Krupicka, Crystal Megaridis, Victoria Suriano, Jamie Bukovac, Laura Birmingham, Maria Wlosinski. Absent: none. Suriano stated that the purpose of the hearing was to provide opportunity for public comment on the proposed property tax levy increase. The Legal Notice of Proposed Property Tax Increase for Indian Prairie Public Library District appeared in The Doings Newspaper on November 5, 2020.
- B. Public Questions/Comments – No public in attendance.
- C. Closing of Hearing – Suriano closed the hearing at 6:35 p.m.

**Board of Trustees Regular Meeting
November 18, 2020 – 6:35 p.m.**

A. 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: Asma Akhras, Donald Damon, Taylor Frawley, Marian Krupicka, Crystal Megaridis, 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.

- 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.

- C. Public Comment – We did not receive any email comments prior to tonight's meeting.

- D. Communications and Announcements

- E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, October 21, 2020

2. Action on Bills/Additional Bills

3. Ordinance #2020-8 Directing County Clerk as to PTELL Reduction

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

- F. Items Deleted from Omnibus Consent Agenda - none

- G. Library Director's Report

Megaridis asked about the status of the new pergola that the Board approved in June for the reading garden. Bukovac said our building services coordinator feels it's something he can build. Due to the pandemic he's worked an unusually large amount of time for the National Guard this year so we did fall behind. He's been focusing on completing projects related to the renovation. He also worked to complete the installation of the patio steps before the cold weather.

- H. Department Reports

- I. Staff Report – none

- J. Reports

1. Treasurer's Report – backup in packet.

2. Chamber Reports (Jensen)

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 – no report

K. Unfinished Business

1. Ordinance #2020-9 Tax Levy Ordinance for FY 2020-21- Krupicka moved, Akhras seconded to approve Ordinance #2020-9 Tax Levy Ordinance for FY 2020-21. Ayes: Akhras, Damon, Frawley, Krupicka, Megaridis, Suriano. Nays: none. Absent: none. Motion carried unanimously.

L. New Business

1. FY2019-20 Audit – The Board did not have any questions. They did not feel it was necessary for the auditor to attend a future meeting to review the report. Bukovac said our revenues decreased but our expenditures were down so \$200,000 went into our reserves for last fiscal year.
2. Proposal for Replacement of Elevator Hydraulic Valve – Birmingham reviewed the backup in the packet. She recommends that the library go with the lowest quote from American Hoist and Manlift in the sum of \$6,450. Akhras moved, Krupicka seconded to approve the quote from American Hoist and Manlift in the sum of \$6,450 for replacement of the elevator hydraulic valve. Ayes: Akhras, Damon, Frawley, Krupicka, Megaridis, Suriano. Nays: none. Absent: none. Motion carried unanimously.
3. Update on Renovation – The board viewed a PowerPoint presentation which included the floor plan, renderings, and an aerial view of the renovated spaces. Bukovac will send the presentation and pictures of the light fixtures to the trustees. Suriano would like to determine what aspects of the renovation the Foundation & Friends can target for fundraising. Bukovac suggested we take a look at that once the bids are in. Megaridis asked about signage. Bukovac said we will be working on that next – it doesn't require the same lead time as the other items. Bids are due on Monday by 1 p.m. The December board meeting will be on the 9th. The architects will present all the information. The board will award the bids. Krupicka noted all the work and planning that has gone into this project. It took a great deal of thought and collaboration on the part of Bukovac, the department heads, and the staff. Bukovac pointed out that in the last renovation we removed walls to open up the library but we didn't expand or create new space for the public. It's amazing how much we'll accomplish with this renovation in the same blueprint.
4. Response to State COVID Mitigation Plans – Starting Friday Illinois will move to Tier 3 which allows non-essential retail and service counters to stay open at 25% capacity. The mitigation states the provisions apply to industries/sectors with Restore Illinois Phase 4 guidance or other mitigations. Other functions (i.e. infrastructure, governments, logistics and warehousing, etc.) that previously have not been subject to specific guidance may continue regular operations but are encouraged to voluntarily take proactive steps to support new mitigation strategies wherever possible. In these areas, customer serving functions should be limited to 25% capacity, aligned with retail mitigations, and maximize work from home wherever possible. Bukovac said that working off of a formula from FEMA for determining square footage per person and then applying 25% to that means the library could have 50 patrons in the library. She is proposing that we adjust services by removing all seating and limiting access to the building to IPPL cardholders only using an appointment system. The board discussed the options of keeping the building open at the 25% capacity or closing the building. In both cases digital and online programming would continue as well as phone/chat/mail, and homebound delivery. It was noted that the library has done a great job keeping patrons and staff safe. Our circulation is three times what it was when we only did curbside in April/May so our patrons are using us for browsing. Also, the 25% capacity is still an opportunity to provide services for our patrons. The

consensus among the board was that if the library stays open at the 25% capacity, it would have to be limited to IPPL cardholders and an appointment system would have to be used. In addition, the board recognized that this is a fluid situation - it was suggested that whichever direction the board takes tonight, they would also empower Bukovac and Suriano to fine tune the plan if the situation changes. Damon moved, Krupicka seconded to keep the building open at 25% occupancy and to give Bukovac and Suriano the power to make changes to the plan as the situation evolves. Ayes: Damon, Frawley, Krupicka, Megaridis, Suriano. Nays: none. Abstain: Akhras. Absent: none. Motion carried. Bukovac will let the board know if any changes are made.

M. Scheduled Meetings

The December board meeting will be on December 9 at 6:30 p.m.

N. Community Events

O. Library Events

P. Adjournment

At 8:25 p.m. Damon moved, Megaridis seconded to adjourn the meeting. Ayes: Akhras, Damon, Frawley, Krupicka, Megaridis, Suriano. Nays: none. Absent: none. Motion carried unanimously.

Crystal Megaridis, Secretary