

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of March 21, 2018

**Board of Trustees Regular Meeting
March 21, 2018 – 7 p.m.**

A. Roll Call

Vice-President Damon called the meeting to order at 7 p.m. Secretary Deshmukh called the roll.

Present: Donald Damon, Beena Deshmukh, Marian Krupicka, Crystal Megaridis, Diane Ruscitti

Absent: Asma Akhras, Victoria Suriano

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Jack Schultz

Others:

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

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

At this point Jack Schultz gave the 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. Wilson to Williams re: Katie Salo on the Caldecott Committee

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, February 21, 2018
2. Treasurer's Report
3. Action on Bill/Additional Bills
4. Building and Grounds Committee Minutes, February 21, 2018
5. Policy Committee Minutes, February 27, 2018
6. Proposed Changes to Policies:
 - 301 Freedom of Information
 - 410 Hours of Operation
 - 415 Closings
 - 465 Computer & Internet Services
 - 470 Web Site
 - 480 Privacy of Patron Records/Information

600	Use of Library Facilities
620	Community Information Flyers & Posters Display
621	Distribution of Free Publications
630	Displays
635	Art Exhibits
670	Alcoholic Beverages
800	Personnel
1000	Emergency Closing
1100	Gifts

Bukovac noted that she added the proposed changes to policy 805.4. The proposed revisions clarify the language around sick time by defining sick time as a benefit instead of a privilege.

Megaridis moved, Krupicka seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Deshmukh moved, Krupicka 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 she and Williams met with Joe Sadowski and presented their proposal for the Family Center. Joe approved the proposal. We will begin placing orders for furniture and equipment tomorrow. Some items will take 12-14 weeks to arrive. We are looking at a ribbon cutting ceremony on July 29. Joe loves the way in which libraries have evolved and what they offer to the community. Bukovac reported that the postcard went out to unserved residents in Burr Ridge. The postcard is similar to the one we sent to the Farmingdale area. It was a little more costly because we had to target some addresses on one of the postal routes. Birmingham is working diligently on the parking lot project.

H. Department Reports

I. Staff Report – Bukovac introduced the library's Assistant Head of Youth Services, Jack Schultz. Schultz started at the library in October 2017. He gave the Board an overview of his background and interests. In addition to assisting the Youth Services Department Head, he is the department's Technology Librarian and he supervises the department pages. Schultz spoke to the Board about The Wouldshop which hosted more than one hundred people at its grand opening in January. Each quarter the area will feature a mix of self-guided and directed activities. The department is in the process of planning summer demo days when they will be teaching kids and parents how to use The Wouldshop's equipment. Books that deal with creating have been moved into the area. In April the department will host a large Lego Robotics Challenge for kids in grades 2-6. Summer programming will include a Lego Robotics class, a circuitry camp and a coding camp.

J. Reports

1. Chamber Reports – backup in packet.
2. RAILS – backup in packet.
3. Building and Grounds Committee- Krupicka reported that the committee met on February 21 to discuss the Family Center. Minutes from the meeting were approved tonight under the Omnibus Consent Agenda.
4. Finance Committee – no report.

5. Planning/Outreach Committee – no report.
6. Policy Committee – Damon reported that the committee met on February 27 to review policies. Minutes from the meeting and proposed policy changes were approved tonight under the Omnibus Consent Agenda.

K. Unfinished Business - none

L. New Business

1. “Learning and Making” Survey and “Use of the Library’s Building” Survey –

Bukovac reviewed the Use of Library Building survey results with the Board. The results are in the Board Packet. Key points from the discussion:

- Bukovac reported that from both the Use of Building survey and the Learning and Making survey we found that the majority of the respondents are regular users of the library in some way.
- 84% said it was a nice, pleasant place to be but we had a lot of comments about the building. Many comments were about seating or refreshing the building. People are looking for more comfortable furniture.
- The number one answer for preferred type of seating/tables was lounge seating and the number two answer was a table to spread out work and reading materials.
- Responses show that almost 50% of the people coming in to use the library are not just walking in and out.
- Outlets and chargers were mentioned.
- Creating lounge areas.
- Upholstery gets dated. Bukovac said that could be a discussion for Building and Grounds – how often should we be reupholstering and budget in the cost. Also, tables and handrails need to be refinished from time to time and budgeted for. Bukovac said that in this day and age people have higher expectations about what a building should look like – we’re turning more and more into a community center so what does that look like in terms of what we offer and appearance.
- 49% said that private rooms for individuals are important.
- 67% said private rooms for small groups are important or very important.
- 87% said that individual spaces are important.
- Ruscitti asked Bukovac if she had any conclusions. Bukovac sees three areas: personal space to do what you want to do at the library, programming that people want, and trying to showcase our collection in different ways to increase circulation.
- Bukovac said if the Board feels they just want to update the furniture at this point then she can work on that. But if they want to look at a better way to use the space then we need to bring in an architect.

Learning and Making Survey – the survey results are in the Board Packet. Bukovac distributed a spreadsheet she created using some of the data from the survey. The spreadsheet listed the top activities that the respondents would use a space for at the library and the information was organized by age group.

In closing Bukovac said there is a lot of data to discuss and we will pick up the discussion next month. She noted that the data impacts many areas including building planning,

budgeting and strategic planning.

M. Committee Meetings

N. Community Events

O. Library Event

P. Adjournment

At 8:35 p.m. Megaridis moved, Krupicka seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Beena Deshmukh, Secretary