

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of January 15, 2020

**Board of Trustees Regular Meeting
January 15, 2020 – 6:30 p.m.**

A. Roll Call

President Suriano called the meeting to order at 6:30 p.m. Acting-Secretary Damon called the roll.

Present: Asma Akhras, Donald Damon, Taylor Frawley, Marian Krupicka, Victoria Suriano

Absent: Crystal Megaridis

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski

Others: Tiffany Nash and Dan Pohrte of Product Architecture and Design with respect to L1 of New Business

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

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

Vision Statement: Acting-Secretary Damon read the library vision statement. Lives are enriched and dreams are realized.

C. Public Comment

D. Communications and Announcements

E. Omnibus Consent Agenda

1. Minutes of Truth in Taxation Hearing and Regular Board Meeting, November 20, 2019
2. Action on Bills/Additional Bills - November & December
3. Delete Two Executive Session Tapes from January 17, 2018
4. Proposed Revision to Policy 605 Smoking
5. Proposed Revision to Policy 802.8 Drug-Free Workplace
6. Ordinance #2020-1 Amending Policy 820 Prohibiting Harassment, Discrimination, and Retaliation
7. Request to Close the Library March 20, 2020 for Staff Institute Day
Damon moved, Akhras seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

At this point Tiffany Nash and Dan Pohrte of Product Architecture and Design gave their Presentation on the Proposed Floor Plan and Budget (item L1).

G. Library Director's Report

H. Department Reports

I. Staff Report – none

J. Reports

1. Treasurer's Report – backup in 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 – no report.

K. Unfinished Business

1. Open Trustee Position – We haven't had anyone express interest in the open position.

L. New Business

1. Architect Presentation on Proposed Floor Plan and Budget – Tiffany and Dan presented a floor plan based on the priorities that were developed from patron surveys and from staff and trustee discussions. The proposed plan meets all of our priorities but the cost is more than the \$950,000 originally budgeted by the Board. Tiffany and Dan provided budget information for the base budget of \$950,000 and the cost of additional scope items. Once the Board decides on the plan and budget it will take about four months to get everything ready to go out to bid. If the Board approves a plan in February we would be looking at a construction start date of mid-September. The Board continued their discussion after Tiffany and Dan left. They were pleased with the plan and agreed that the library needs to stay relevant and that includes the building. Suriano noted that the plan falls in line with our Strategic Plan, the survey responses from our taxpayers, and what we saw when visiting other libraries. Krupicka and Akhras said the building is starting to feel dated and the community doesn't want to come in to an old space - we want to provide a new and dynamic renovation. Damon thought the plan was great and was grateful the Board chose Product Architecture. The Board agreed that the plan fit together very well and expressed concern that taking pieces away would compromise the full vision of the plan. Bukovac noted that redesign of staff workrooms creates more usable space for the public. We are maximizing the light by moving shelving that is blocking the windows and using shorter shelving in different areas. Akhras said that accessibility is very important with respect to outlets and furniture. Frawley asked if we've ever considered a coffee shop. Bukovac said we looked at it last time but businesses look at the amount of foot traffic you have and we don't generate enough. With respect to the budget, much time and thought has gone into determining what current furniture will be reused in the youth department and in staff workrooms. Bukovac has already cut about \$50,000 from furniture in the additional scope portion of the plan. Also, several small projects such as creating new offices in current spaces will be completed by the library's building services coordinator. The Board is very proud of the fact that we have not had a referendum since the library was built and we are doing this renovation without going to a referendum. Careful budgeting has allowed us to be at this point. Suriano suggested that the Board may want to consider the idea of earmarking some funds from the Foundation and Friends for an additional scope item. Bukovac said we may want to consider a fundraising plan around the renovation. The Trustees were comfortable moving ahead with the base project and the additional scope items. Discussion will continue at the February meeting.

2. Strategic Plan Update – The Board did not have any questions regarding the update that is contained in the packet.

M. Scheduled Meetings

- N. Closed Session as allowed by 5ILCS, Act 120/2 (c) (21) Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Open Meetings Act. Tabled until February Board Meeting.

- O. Closed Session as allowed by 5ILCS, Act 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity (Annual Review of Library Director). Tabled until February Board Meeting.

P. Community Events

Q. Library Event

R. Adjournment

At 9:00 p.m. Damon moved, Krupicka seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Donald Damon, Acting-Secretary