

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of April 20, 2011

**Board of Trustees Regular Meeting
April 20, 2011 – 7 p.m.**

A. Roll Call

President Krupicka called the meeting to order at 7:05 p.m. Secretary Suriano called the roll.

Present: Marian Krupicka, Crystal Megaridis, Paul Oggerino, Jo Ann Schusterich, Luanne Spiros, Victoria Suriano, Ursula Zyzik

Absent:

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Joe Popowitch

Others:

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

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

Vision Statement: Secretary Suriano 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 welcoming, state-of-the-art service, the library is an essential center of learning, inspiration, and community pride.

C. Recognition of Public and Indication of Agenda Items About Which They Wish to Speak – none

At this point the Board proceeded with the Staff Report (Item H). Popowitch left at 7:30 p.m. and the Board continued with Communications and Announcements (Item D) and the rest of the agenda.

D. Communications and Announcements

1. White to Bukovac re: Per Capita Grant
2. Craig to Bukovac re: Per Capita Grant
3. Crooks to Bukovac re: Chamber Use of Parking Lot
4. Bukovac to Crooks re: Chamber Use of Parking Lot
5. Foderaro to Bukovac re: Cass School District 63 Strategic Plan
6. Bukovac to Szptek re: Darien Woman's Club
7. MLS Ennounce re: RAILS Board of Directors Nominations
8. Trustee Workshop May 21, 2011
9. Illinois Municipal Retirement Fund
Dzierzbicki will be attending the Cass School District 63 Strategic Planning meeting (D5)

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, March 16, 2011
2. Treasurer's Report
3. Action on Bill/Additional Bills
4. Ordinance #2011-1 Authorizing Non-Resident Cards
5. Resolution #2011-A Honoring Ursula Zyzik
6. Proposed revisions to Program Coordinator Job Description
7. Approval of Plan Committee Minutes March 15, 2011
8. Approval of Policy Committee Minutes April 11, 2011

9. Identity Protection Act Policy
10. Public Comment at Meetings Policy
11. Leave Sharing Policy
12. Review and Proposed Changes to Current Policies

410 Hours

415 Closings

430 Circulation

431 Fines and Charges

432 Homebound Services

433 Suspension and Limitation of Privileges

440 Reference

450 Programming

455 Group Tours

456 Proctoring

475 Equipment

490 Patron Grievance

500 Materials Selection

650 Group Study Rooms

800 Personnel

Suriano moved, Oggerino seconded to set the Omnibus Consent Agenda. Roll call vote. Motion carried unanimously. Schusterich moved, Suriano seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda – none

G. Library Director's Report

To date we have sold over 80 bricks. The deadline for a spring installation was extended to April 21. A special event to unveil the bricks will be held on June 21 at 6:30 p.m. We will continue to take orders for a fall installation with an August deadline. Bukovac reported that she, Birmingham, and Stovall attended a social media workshop. The workshop highlighted the need to have a plan which includes: identifying your target audience; identifying what you will promote; identifying who is responsible for it. Stovall registered the library on a business-oriented social networking site called LinkedIn. Bukovac demonstrated the site. Bukovac reported that we are working on updating the look of our website and she demonstrated the template we are working with.

H. Staff Report

Joe Popowitch, Adult Services Librarian, spoke to the Board about ESL. The collection began with a grant in 1998. Subsequently, we received a \$1000 grant for books and a \$2000 grant for literacy computers. The collection consists of books, DVDs, CDs, CD-Roms, a newspaper and database. We are in the process of de-deweying the collection. Once that is completed, new brochures will be printed. In addition to the collection, the library has partnered with local groups such as the Literacy Volunteers of DuPage and School on Wheels. Popowitch is a member of LEARN (Libraries English and Reading Network) which provides information on resources for ESL students and tutors. It is comprised of 38 member libraries and organizations and is still growing. They have a website, blog and facebook page. Lastly, Popowitch spoke about marketing with respect to ESL. He explained that we do a good job inside the library but it is difficult marketing outside the library. The Board suggested having brochures in the parenting areas, at our storytimes and in the schools. Popowitch would like to train library staff on the subject (i.e. do a presentation at department meetings).

I. Reports

1. WB/BR Chamber of Commerce – Cigler’s report is in the packet.
2. Darien Chamber of Commerce – Cigler’s report is in the packet.
3. MLS Board – Megaridis reported that SWAN has reorganized and has laid off five staff members. June 2 is MLS Remembrance Day and the next quarterly meeting. MLS and PALS sent letters to the merger team expressing interest in creating a new advisory committee. The Merger Transition Board selected Tom Sloan as the RAILS Interim Executive Director. In addition they selected the MLS Burr Ridge location as the RAILS administrative office for the first year. They have chosen consultants to develop financial services, human resources and benefits, and facilities. The merger Board is currently taking self-nominations for the permanent Board; 33 people have applied.
4. Building and Grounds (no report)
5. Finance Committee – (no report)
6. Plan/Annexation Committee – Spiros reported that they met on April 19. They reviewed and agreed on the data collection component/survey. Surveys should go out the middle of May. Next steps include reviewing the survey results; identifying stakeholders and developing questions for interviews; SWOT analysis with Board and staff. A timeline was constructed. The next meeting will be on June 9.
7. Policy Committee – Zyzik reported that they met on April 11. The various policies that were reviewed and revised were presented tonight in the Omnibus Consent Agenda.

J. Unfinished Business

1. Building Project

Request from PSA-Dewberry – Because the dollar value of the renovation changed from \$1 million to \$1.3 million, there were additional architect fees for the project. Those fees totaled \$37,642. PSA requested \$20,000 to cover their labor costs. The Board discussed the situation. Suriano moved, Schusterich seconded to pay PSA Dewberry the requested amount of \$20,000 in labor fees that resulted from the scope of the project changing. Roll call vote. Suriano-yes; Megaridis-yes; Oggerino-abstain; Spiros-yes; Schusterich-yes; Zyzik-no; Krupicka-yes. Motion carried. Bukovac and Krupicka thanked the Board for the comprehensive discussion on this matter. Bukovac will convey to Gibson the fact that their miscommunication on costs created a lot of ambivalence for the Board in this matter.

K. New Business

1. Board Bylaws - Oggerino moved, Schusterich seconded to approve the Board Bylaws with minor changes. Motion carried unanimously.
2. Appointment of Officers Nominating Committee – Suriano, Spiros, Schusterich, and Krupicka will be on the committee. The committee will meet at 6:45 p.m. on May 18.

L. Scheduled Meetings -

A Finance Committee Meeting is scheduled for May 9, at 7 p.m.

M. Community Events

N. Library Events

1. No Pet Left Behind: What to Do in an Emergency, April 20, 7 p.m.
2. Book Discussion, *Down in the Flood* by Kenneth Abel, April 21, 7 p.m. at Downers Grove Wine Shop
3. RU Game, April 22, 1 p.m.
4. Traveling Through Syria, April 27, 1 p.m.
5. After School Chess & Card Games, April 28, 3:30 p.m.

6. Movies & More, Public Enemies, April 29, 7 p.m.
7. Vegetable Gardening 101, May 3, 7 p.m.
8. Mark Nichol's Puppet Place presents *The Wonderful World of Puppets*, May 6, 6:30 p.m.

9. Book Discussion, *Major Pettigrew's Last Stand* by Helen Simonson, May 11, 7 p.m.
10. Making the Most of Your Trip to Disney World, May 12, 7 p.m.
11. Book Discussion, *The Particular Sadness of Lemon Cake* by Aimee Bender, May 17, 6:30 p.m. at Cooper's Hawk

O. Adjournment

At 9:05 p.m. Suriano moved, Megaridis seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Victoria Suriano, Secretary