

Indian Prairie Public Library  
Board of Trustees Minutes  
Regular Meeting of February 16, 2022

**Board of Trustees Regular Meeting  
February 16, 2022 – 6:30 p.m.**

A. Roll Call

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

Present: Marian Krupicka, Crystal Megaridis, Themis Raftis, Sri Rao, Christina Rodriguez, Victoria Suriano

Absent: Donald Damon

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Brett Butcher (with respect to K1)

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.

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.

C. Public Comment - none

D. Communications and Announcements - none

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, January 19, 2022

2. Action on Bills/Additional Bills

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

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

Bukovac reported that the Darien Community Action Group met at the library on Saturday.

They would like to put together a dynamic community calendar. Also, they are starting to look at ways to support each other on smaller grassroots projects. Hinsdale South students presented an idea for creating a local farmer's market to the Darien City Council and they have been invited to partner with the DCA Group to explore the possibilities that exist for the concept.

## H. Department Reports

- I. Staff Report – Laura Birmingham, Head of Programming & Outreach – Tonight Birmingham gave an update on the programming and outreach activities offered for adults. She highlighted our traditional library programs, hands on programs, groups, opportunities to learn and discuss, programs for seniors, and specialty programs. Adult programs in the works include: hands on gardening, open mic night, dungeons & dragons club, programs at senior facilities and at Willowbrook Corner. Bukovac noted the amazing job Birmingham and her staff have done especially in light of the fact that the Programming & Outreach Department has only been fully staffed since November.

## J. 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 – Megaridis reported that the committee met on January 24. They discussed the value of advocacy at the Trustee level and identified various ways in which the Trustees can advocate for the library. They would like to create a calendar of community meetings (beginning with local government meetings) that the Trustees can take turns attending. The committee would like to have a brainstorming session with the rest of the Board at next month's Board meeting.
6. Planning/Outreach Meeting Minutes, January 24, 2022 – This item was inadvertently missed on tonight's agenda. It will be on next month's agenda.
7. Policy Committee – no report

## K. Unfinished Business

1. Building Automation System – Last month the Board approved spending up to \$140,000 for the purchase and installation of the Honeywell Building Automation System for the library's HVAC system contingent on further discussion regarding the interconnection between the BAS system and our network. We received three additional quotes and have selected Hayes Mechanical to do the installation at a cost of \$124,914. The library's Network Technician, Brett Butcher, met with IT at Hayes to discuss ways to handle security when the software is installed. Butcher has determined the approach that will be taken. The installation would be behind the library firewall and not exposed to the internet without VPN access. We don't see a need for remote login from outside the library at this time but if we do in the future, we can use a cellular connection. With respect to insurance, Bukovac noted that our policy already has cyber security and equipment breakdown coverage in place. The Board asked if library card information or employee information is stored on our network. Butcher confirmed that it is not.

## L. New Business

1. Upgrade of HVAC VAV Boxes – The VAV boxes in the building aid in heating and cooling. They are the original boxes installed in 1998. They have the original parts including a piston style damper that is old technology. The original budget in the capital reserves for replacing the dampers on the VAV boxes was \$53,000. The cost for the project will be \$44,450. We are saving \$15,000 on the Building Automation System and the money for the system is coming out of the operating budget. Bukovac will apply that \$15,000 to the VAV project and use only \$30,000 from the capital reserves. A revised capital projects

budget is included in the packet reflecting the adjusted cost for the VAV boxes. Megaridis moved, Krupicka seconded to upgrade the HVAC VAV Boxes at a cost of \$44,450. Ayes: Krupicka, Megaridis, Raftis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon. Motion carried unanimously.

2. COVID Policy and Practices – The Board discussed whether or not to require masks in the library if the governor lifts the mask mandate on February 28. Krupicka moved, Rao seconded to give Bukovac and Suriano the authority to make changes to the library’s policy based on State mandates and guidelines. Ayes: Krupicka, Megaridis, Raftis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon. Motion carried unanimously.

M. Meetings to be Scheduled

The Building and Grounds Committee will meet on April 5 at 5 p.m.

N. Adjournment

At 7:42 p.m. Rao moved, Rodriguez seconded to adjourn the meeting. Ayes: Krupicka, Megaridis, Raftis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon. Motion carried unanimously.

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Crystal Megaridis, Secretary