

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of January 18, 2012

**Board of Trustees Regular Meeting
January 18, 2012 – 7 p.m.**

A. Roll Call

President Megaridis called the meeting to order at 7:14 p.m. Secretary Suriano called the roll.
Present: Marian Krupicka, Crystal Megaridis, Paul Oggerino, Luanne Spiros, Victoria Suriano
Absent: Jo Ann Schusterich, Robert Thomas
Staff Present: Jamie Bukovac, Maria Wlosinski
Others:

President Megaridis asked for additions and/or corrections to the agenda. Bukovac asked for one addition to Communications and Announcements, D13 ILA 22nd Presidents' Day Legislative Breakfast.

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. Public Comment - none

D. Communications and Announcements

1. Madigan to Elected Official re: Open Meetings Act Training
2. Ritzman to Public Library Clients re: OMA Library Trustee Training
3. Ritzman to Public Library Clients re: Employee Compensation Posting
4. Ritzman to Public Library Clients re: "At Will" Employment
5. Ritzman to Public Library Clients re: Publication of Annual Treasurer's Report
6. Dubman to Bukovac re: Darien Committee for Intergovernmental Coordination
7. Women of the Moose to Dzierzbicki re: Donation
8. Bukovac to Women of the Moose re: Donation
9. Giragosian to Birmingham re: Neverly Brothers Performance
10. Burr Ridge Patch re: Referendum for Gower District
11. Darien Patch re: Property Tax Assessments
12. ILA Trustee Workshop Feb. 4, 2012
13. ILA 22nd Presidents' Day Legislative Breakfast

There was discussion regarding Items D1 and D3. With respect to Item D4, Bukovac said that our current language for the employee acknowledgment is fine but she would like to follow the new sample to strengthen the language so she will bring it to the policy committee. The new law regarding publication of the annual Treasurer's Report will save us money since we will only be required to publish a Notice of Availability of Audit Report.

E. Omnibus Consent Agenda

1. Minutes of Truth in Taxation Hearing and Regular Board Meeting, November 16, 2011
2. Treasurer's Report
3. Action on Bill/Additional Bills
4. Statement of Receipts and Disbursements for Fiscal Period July 1, 2011 Through December 31, 2011
5. Minutes from Art Committee Meeting, November 30, 2011
Backup for Items F2 and F3 was distributed tonight. There was no information for Item F4 due to a software problem and it was deleted from the Omnibus Consent Agenda. It will be on next month's agenda. Suriano moved, Spiros seconded to set the Omnibus Consent Agenda. Roll call vote. Motion carried unanimously. Krupicka moved, Oggerino seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda – Item F4

G. Library Director's Report

Bukovac distributed a sample thank-you letter to the Strategic Plan stakeholders that would be mailed out with the brochure; the brochure will be ready in two weeks. The survey results will be on our website. With respect to the Youth Services monthly report, Bukovac noted that we are focusing on our junior age level. This includes highlighting a special CD and DVD collection for them and the start of a new 4th-6th grade advisory board. Bukovac gave a SWAN update. They had their quarterly meeting in December. Changes made by the SWAN Director resulted in a savings of \$278,000 in the last year. These savings resulted from a reorganization and the laying off of five people last spring which resulted in a savings of \$218,000. There was no negative impact on service and the staff has become more productive. Another \$60,000 savings resulted from the restructuring of two contracts. Based on these savings, SWAN will take on paying the Director's salary, will be hiring an office manager and managing their own staff as staff have always been managed by the system. SWAN is also reviewing their investments. Three new services will be coming soon: the ability for patrons to freeze their holds while on vacation; the ability for patrons to track items they're interested in (my list); preferred search – patrons will be notified by e-mail when new items are available that pertain to their preferred searches.

H. Staff Report - none

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. RAILS Board - (no report)
4. Building and Grounds - (no report)
5. Finance Committee – (no report)
6. Plan/Annexation Committee (no report)
7. Policy Committee (no report)

J. Unfinished Business - none

K. New Business

1. Days Closed Policy – Megaridis told the Board that she asked Bukovac to gather information regarding our days closed policy because concern had been expressed to her over the fact that we were closed six out of ten days during the recent Christmas/New Year holiday. Krupicka pointed out that this was due to Christmas and New Year falling on a

Sunday. As a result, the legal holiday was Monday and this only happens once every six years. Spiros said that the library needed to be available to the community and she felt strongly that the Board needed to determine whether the library was currently available enough hours to the community. Discussion included the library's limited hours during Darien Fest, its closure on Christmas Eve and New Year's Eve, and its closure on the Sundays before Memorial Day and Labor Day. Bukovac pointed out that other libraries do not have a community festival to contend with as we do so it wasn't fair to consider those closures when comparing our days closed calendar to other libraries in the area. Krupicka explained that we used to be open regular hours during Darien Fest but it was very problematic for patrons who wanted to visit the library but were unable to find parking; they became aggravated and the experience created ill will. Bukovac also pointed out that some area libraries might not be open year-round on Sundays as we are; she will gather that information. Suriano and Oggerino said any changes to the days off calendar would impact employee benefits and this would need to be taken into consideration. After much discussion, the Board agreed to have the Policy Committee study the library's days closed calendar and the personnel policy in that context.

2. Digital Board Packets – The Trustees agreed that they would like to receive digital board packets. They would like to receive them in a format that would allow them to incorporate notes.
3. Audit for Fiscal Year 2010/2011 – There were no comments or questions from the Board.

L. Scheduled Meetings

Building and Grounds Committee – Bukovac discussed possible dates with Suriano and Oggerino; she will contact Schusterich who was absent tonight.

Policy Committee – Bukovac and Krupicka discussed dates. Bukovac will contact Schusterich and Thomas who were absent tonight.

- M. At 8:30 p.m. Suriano moved, Spiros seconded to go into 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. Roll call vote. Ayes: Krupicka, Megaridis, Oggerino, Spiros, Suriano. Nays: None. Absent: Schusterich, Thomas. Motion carried unanimously.

N. Return to Open Session and Report of Any Action Taken

At 8:35 p.m. Krupicka moved, Suriano seconded to go back into open session. Roll call vote. Motion carried unanimously. Spiros moved, Oggerino seconded to approve the closed session minutes dated January 19, 2011 and October 19, 2011. Motion carried unanimously. Spiros moved, Oggerino seconded to keep all closed session minutes closed. Motion carried unanimously.

- O. At 8:37 p.m. Suriano moved, Krupicka seconded to go into 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). Roll call vote. Ayes: Krupicka, Megaridis, Oggerino, Spiros, Suriano. Nays: None. Absent: Schusterich, Thomas. Motion carried unanimously.

P. Return to Open Session and Report of Any Action Taken

At 9:09 p.m. Suriano moved, Spiros seconded to go back in to open session. Suriano moved, Spiros seconded to increase the Director's salary to \$107,500 and to award a bonus of

\$2,000. Motion carried unanimously.

Q. Community Events

R Library Events

1. Midterm Exam Cram, January 18, 11 a.m.
2. Doodle Away, January 19, 7 p.m.
3. Book Discussion, *Tourist Season* by Carl Hiaasen, January 19, 7 p.m. at Downers Grove Wine Shop
4. R U Game, January 20, 1 p.m.
5. Facebook for Beginners, January 24, 1 p.m.
6. Computers for Beginners, January 24, 3:30 p.m.
7. Intro to Word 2010, January 24, 6 p.m.
8. After School Chess, January 26, 3:45 p.m.
9. Intro to Excel 2010, January 26, 6 p.m.
10. Journey to Japan, January 29, 2 p.m.
11. Kaplan Test Strategies Workshop, January 30, 7 p.m.
12. Computers for Beginners, January 31, 3:30 p.m.
13. Intro to Word 2010, January 31, 6 p.m.
14. Computers for Beginners, February 2, 1 p.m.
15. Internet for Beginners, February 2, 3:30 p.m.
16. Intro to Excel 2010, February 2, 6 p.m.
17. Story Time Sign Up Social, February 7, 9 a.m.
18. It's All About the Cupcake, February 7, 7 p.m.
19. Elder Care Issues, February 8, 1 p.m.
20. Book Discussion, *The Saffron Kitchen* by Yasmin Crowther, February 8, 7:30 p.m.
21. Computers for Beginners, February 9, 1 p.m.
22. Internet for Beginners, February 9, 3:30 p.m.
23. After School Chess, February 9, 3:45 p.m.
24. What You Need to Know-College of DuPage, February 9, 5 p.m.
25. Facebook for Beginners, February 9, 6 p.m.
26. Intro to Excel 2010, February 14, 3:30 p.m.
27. Intro to PowerPoint 2010, February 14, 6 p.m.

S. Adjournment

At 9:10 p.m. Suriano moved, Spiros seconded to adjourn the meeting. All ayes.
Motion carried unanimously.

Victoria Suriano, Secretary