

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of June 19, 2024

**Board of Trustees Regular Meeting
June 19, 2024 – 6:30 p.m.**

A. Roll Call

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

Present: Marian Krupicka, Stacy Palmisano, Themis Raftis (arrived at 6:35 p.m.), Christina Rodriguez, Victoria Suriano, Samia Wahab

Absent: Donald Damon

Staff Present: Laura Birmingham, Kristen Lawson, Maria Wlosinski, Jack Schultz,
Kate Ouwenga

Others: Darien residents, Noel Manley and Claudia Manley

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

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

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

Values Statement: Secretary Krupicka 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

Darien resident, Noel Manley, thanked the Board, library staff, and library volunteers for the wonderful job they do to make IPPL a great community asset.

D. Communications and Announcements

1. Curran to Birmingham re: Real ID Event
2. Thank You from Bridge Group
3. Palmore to Allard re: Blood Drive
4. Birmingham to Delph re: Donation
5. Giannoulas to Birmingham re: Per Capita Grant

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, May 15, 2024
2. Action on Bills/Additional Bills
3. Ordinance #2024-2 Establishing a Regular Meeting Date
4. Update to Policy 515 and 525.1
5. Update to Policy 805.3

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

F. Items Deleted from Omnibus Consent Agenda - none

At this point Schultz and Ouwenga gave their staff report. When they finished the Board continued with the rest of the agenda.

G. Library Director's Report

Our Summer Reading Kickoff Party was a huge success with over 3,000 people attending. Staff did a great job! The Board thought using an appointment model in the Maker Studio was an excellent idea in order to meet demand and give a great customer service.

H. Department Reports

Lawson recapped her written report from the packet. The awning over our book drop is scheduled to be installed on June 25. Lawson and the Board thanked the staff for their awesome attitude during the four weeks that the HVAC was not fully functioning. Palmisano noted the volume of our outreach – Birmingham said our Programming and Outreach Department does a tremendous job out in the community. Palmisano also noted the impressive amount of continuing education engaged in by staff. Wahab loves the new Mid-Kid Kindles that the library purchased with a donation from the Darien Woman's Club.

I. Staff Report – Maker Studio a Community Aggregator

Technology & Maker Services Sr. Librarian, Jack Schultz and Technology & Maker Specialist, Kate Ouwenga – The Maker Studio creates a community of makers and people connecting with one another. Schultz and Ouwenga shared with the Board samples of various items that have been created in the studio. They discussed the creative process/inspiration and how the staff learns from the patrons and from each other. Maker staff outreach has included teaching teachers in the community how to use the materials and attending STEM night at the schools.

J. Reports

1. Treasurer's Report - backup in packet.
2. Building and Grounds Committee – no report
3. Finance Committee – Themis reported that the committee met on June 4. They reviewed the financial policy, financial forecast, operating budget, and salary schedule.
4. Finance Committee Minutes June 4, 2024 – Raftis moved, Krupicka seconded to approve the Finance Committee Minutes from June 4, 2024. Ayes: Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: Damon. Motion carried unanimously.
5. Planning/Outreach Committee – no report
6. Policy Committee – no report

K. Unfinished Business - none

L. New Business - none

1. Capital Projects and Financial Forecast - The packet includes a summary of capital projects and a financial forecast to the year 2031. With respect to capital projects, Birmingham removed the \$100,000 placeholder for the roof since it will be paid for by insurance. Birmingham noted that our reserves may be higher than the predicted \$125,000 – she'll have

the final numbers at the end of the month.

2. Operating Budget 2024/2025 - The packet includes a projected income summary with a comparison to the last two fiscal years and an overview of the anticipated expenditures. The budget includes a possible 20% increase in health insurance rates but Birmingham noted that it has never been that high. We won't have the rates until the end of the year. Another full-time librarian (mid-kid) in the Programming and Outreach Department has been included to support the schools, service desk, and programming. Birmingham reported that our tax base has increased by \$214,900. Raftis noted that Birmingham does a great job with the budget. Raftis moved, Wahab seconded to approve the Operating Budget 2024/2025. Ayes: Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: Damon. Motion carried unanimously.
3. FY24/25 Salary Schedule – The proposed salary schedule contains a 3% increase. Raftis moved, Palmisano seconded to approve the FY24/25 Salary Schedule. Ayes: Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: Damon. Motion carried unanimously.
4. Appoint Committee to Review Closed Session Minutes and Complete Secretary's Audit – Krupicka and Wahab will be on the committee.

M. Meetings Scheduled - none

N. Adjournment

At 7:50 p.m. Rodriguez moved, Palmisano seconded to adjourn the meeting. Ayes: Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: Damon. Motion carried unanimously.

Marian Krupicka, Secretary