

Indian Prairie Public Library  
Board of Trustees Minutes  
Regular Meeting of May 16, 2012

**Board of Trustees Regular Meeting  
May 16, 2012 – 7 p.m.**

A. Roll Call

President Megaridis called the meeting to order at 7 p.m. Acting-Secretary Spiros called the roll. Present: Marian Krupicka, Crystal Megaridis, Paul Oggerino, Jo Ann Schusterich (arrived at 7:03 p.m.), Luanne Spiros, Robert Thomas

Absent: Victoria Suriano

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Linda Stevanovich

Others:

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

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

Vision Statement: Acting-Secretary Spiros 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

At this point the Board proceeded with the Staff Report. Stevanovich left at 7:20 p.m. and the Board continued with the rest of the agenda.

D. Communications and Announcements

1. McDonnel to Bukovac re: AARP Tax Aide
2. Courtney to Cigler re: Girl Scouts

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, April 18, 2012
2. Treasurer's Report – March
3. Action on Bills/Additional Bills – March
4. Treasurer's Report – April
5. Action on Bills/Additional Bills – April
6. Recommendation to Hire Maul Asphalt for Parking Lot Work
7. Proposed Revisions to Job Descriptions:
  - i. Senior Circulation Services Supervisor
  - ii. Circulation Services Supervisor
  - iii. Circulation Interlibrary Loan Supervisor

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

F. Items Deleted from Omnibus Consent Agenda – none

G. Library Director's Report

Bukovac reported that the Staff Institute took place on May 11. Department reports and longevity awards were given. A presentation was given in the morning by Darien police. A Darien SWOT police officer and the police officer who is responsible for developing and coordinating crisis plans with the schools spoke to IPPL staff about how to respond in a crisis situation and how the police will respond. Their discussion included active shooter versus hostage/lock-down situations; collecting descriptions (person/car) for officers; 911 calls. They are currently working with Bukovac and Birmingham to develop a crisis plan for the library. Bukovac said that once the plan is complete, the officers will come back and talk to staff in smaller groups in order to go over the details. IPPL staff was given the True Colors Personality Test developed by Mary Miscisin to complete before the day of the staff institute. After lunch, professional speaker Laurie Guest of Solutions are Brewing, discussed the results of the test. IPPL staff learned about the strengths and potential challenges that come with each of the four colors as well as specific attributes that each color exhibits. The exercise is meant to help improve communication skills, foster positive attitudes and increase team building. Staff evaluation of the day was very positive. Birmingham reported that the bathroom hand towel dispensers were installed. With respect to Dancing in the Stacks II, the Board agreed that Birmingham should continue pursuing the “sing with a band” karaoke night.

H. Staff Report - Linda Stevanovich, Youth Services Assistant, spoke to the Board about the Explore Time Class that she leads. The class is for three and four year olds accompanied by an adult; children learn the foundations of reading, social skills and creativity. Stevanovich demonstrated the pre-literacy activities she focuses on such as letter knowledge, vocabulary, print motivation, print awareness and phonological awareness. Next, Stevanovich showed the Board two of our pre-school Kreative Krates. These are multi-media, theme-based story boxes for in-home use. Each crate contains a variety of materials on a single theme (i.e. pets). Materials include books, puzzles, DVDs, puppets, pop-up books, etc. We also have primary krates for grades 1-3. We presently have 21 krates which circulate very well.

I. Reports

1. Darien Committee for Intergovernmental Coordination (no report)
2. WB/BR Chamber of Commerce - Cigler's report is in the packet.
3. Darien Chamber of Commerce (no report)
4. RAILS Board (no report)
5. Committee - (no report)
6. Finance Committee – (no report)
7. Plan/Annexation Committee (no report)
8. Policy Committee – (no report)

J. Unfinished Business

1. Trustee Email Procedures for FOIA – Bukovac reviewed the procedure with the Board.

K. New Business

1. Strategic plan 2012-2014 Update – Bukovac explained that the backup gives an update on what we've been doing with each of the items. There were no questions from the Board.

L. Committee Meetings – A Finance Committee Meeting was scheduled for June 11 at 7 p.m.

M. Community Events - none

N. Library Events

1. Computers for Beginners, May 16, 3:30 p.m.
2. Intro to PowerPoint 2010, May 16, 6 p.m.
3. Crime Readers Book Discussion, May 17, 7 p.m. at Shanahan's in Woodridge
4. Big Run Wolf Ranch, May 18, 6:30 p.m. & 7:45 p.m.
5. GenLit Book Discussion, May 21, 6:30 p.m. at Redd Herring Food & Wine in Clarendon Hills
6. Medicare Part D, May 23, 1 p.m.
7. Excel II, May 23, 6 p.m.
8. Super Couponing 1, May 24, 7 p.m.
9. RU Game, May 25, 6:30 p.m.

O. Adjournment

At 7:50 p.m. Spiros moved, Oggerino seconded to adjourn the meeting. All ayes.  
Motion carried unanimously.

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Luanne Spiros, Acting-Secretary