

Indian Prairie Public Library
Board of Trustees Minutes
November 17, 2021

Truth in Taxation Hearing
November 17, 2021 – 6:25 p.m.

- A. Call to Order and Statement of Purpose – President Suriano called the meeting to order at 6:25 p.m. Present were Donald Damon, Marian Krupicka, Crystal Megaridis, Sri Rao, Christina Rodriguez, Victoria Suriano, Jamie Bukovac, Laura Birmingham, Maria Wlosinski. Absent: Themis Raftis. Suriano stated that the purpose of the hearing was to provide opportunity for public comment on the proposed property tax levy increase. The Legal Notice of Proposed Property Tax Increase for Indian Prairie Public Library District appeared in The Doings Newspaper on November 4, 2021.
- B. Public Questions/Comments – No public in attendance.
- C. Closing of Hearing – Suriano closed the hearing at 6:30 p.m.

Board of Trustees Regular Meeting
November 17, 2021 – 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: Donald Damon, Marian Krupicka, Crystal Megaridis, Sri Rao, Christina Rodriguez, Victoria Suriano
Absent: Themis Raftis
Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Erin Fergus, Jordan Calabrese
Others: Joe Martin of Brian Zabel & Associates attended by video conference regarding L1 of New Business

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

- 1. Mayor Joe Marchese re: Darien Community Calendar

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, October 20, 2021
2. Action on Bills/Additional Bills
3. Ordinance #2021-6 Directing County Clerk as to PTELL Reduction
4. Proposal to Dispose of Library Property

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

F. Items Deleted from Omnibus Consent Agenda

At this point the Board proceeded with the Staff Report followed by Joe Martin's presentation of the FY2020-2021 Audit.

G. Library Director's Report

Bukovac reported that we are preparing for the fine-free policy that the Board approved last month. The first step is to clear fines from library cards so that everyone starts with a clean slate. This does not apply to cards that were stopped due to lost or damaged materials. Once SWAN has our fine-free parameters set up in the system, we will publicize. No one will accrue fines between now and December.

H. Department Reports

- I. Staff Report – Erin Fergus, Programming & Outreach Librarian/Early Literacy and Jordan Calabrese, Programming & Outreach Associate introduced themselves to the Board.

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 – no report
6. Policy Committee – no report.

K. Unfinished Business

1. Policy 1100 Gifts and Donations – Bukovac made revisions based on last month's discussion. Rao moved, Megaridis seconded to approve Policy 1100 Gifts and Donations. Ayes: Damon, Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Raftis. Motion carried unanimously.
2. Renovation Update – A few punch list items are still being worked on. Joe is working on several small projects that support the renovation. Most of the signage is up – we're waiting on a few more pieces which we hope to have by the end of the month.
3. Overdue Fines: Suspension of Privileges – Last month the Board approved removing fines from certain items and stopping a library card when an item is 14 days overdue. However, they did not address when to stop a patron's card when overdue fines are incurred on items that still have a fine of \$1.00 – these items are HotPicks, console games, and equipment. The current policy is that a library card is stopped when the amount of overdue fines reaches \$20.00. Bukovac is recommending lowering the amount to \$5.00. Megaridis moved,

Rodriguez seconded to stop a patron's library card when their overdue fines reach \$5.00.
Ayes: Damon, Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Raftis.
Motion carried unanimously.

L. New Business

1. FY2020/2021 Audit Presented by Joe Martin, Brian Zabel & Associates – Martin reviewed the audit report with the Board. He noted that the financials are in good order and the library received a clean opinion. He complimented the great job Administration Office Coordinator, Mary Dames did with tracking the financials, and getting them the information they needed to do the audit. The library ended the year with a good number in the General Fund even after expenditures.
2. Ordinance #2021-5 Levying and Assessing Taxes for FY 2021-22 – Krupicka moved, Damon seconded to approve Ordinance #2021-5 Levying and Assessing Taxes for FY 2021-22. Ayes: Damon, Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Raftis. Motion carried unanimously.
3. COVID Policy and Practices – There is nothing new to report.
4. Request to Purchase Meeting Room Tables and Chairs for Youth – The library has never had properly sized meeting room tables and chairs for young children. Bukovac is requesting the library purchase 12 KI nesting flip-top tables, 24x60x26" high and 24 stackable chairs with a seat height of 15". Rao moved, Damon seconded to approve the request to purchase 12 KI nesting flip-top tables and 24 chairs for the meeting room. Ayes: Damon, Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Raftis. Motion carried unanimously.
5. Willowbrook TIF- Willowbrook is proposing a TIF for the industrial/office area known as "Executive Plaza". The library is one of the taxing bodies impacted by the TIF. Bukovac attended a meeting of the Joint Review Board hosted by Willowbrook. The powerepoint from the meeting is attached. There will be a public meeting about the TIF on December 20.

M. Scheduled Meetings - none

N. Adjournment

At 7:45 p.m. Rao moved, Megaridis seconded to adjourn the meeting. Ayes: Damon, Krupicka, Megaridis, Rao, Rodriguez, Suriano. Nays: none. Absent: Raftis. Motion carried unanimously.

Crystal Megaridis, Secretary