

Indian Prairie Public Library  
Board of Trustees Minutes  
Regular Meeting of October 21, 2015

**Board of Trustees Regular Meeting  
October 21, 2015 – 7 p.m.**

A. Roll Call

President Suriano called the meeting to order at 7 p.m. Secretary Deshmukh called the roll.  
Present: Donald Damon, Beena Deshmukh, Julia Lacayo, Marian Krupicka, Diane Ruscitti,  
Victoria Suriano

Absent: Crystal Megaridis

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Tyler Works

Others:

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

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

Vision Statement: Secretary Deshmukh 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 a welcoming environment and state-of-the-art services, the library is an essential center of learning, inspiration, and community pride.

- C. Public Comment – none

At this point Tyler Works gave his staff report (Item I). He left at 7:20 p.m. and the Board continued with the rest of the agenda.

- D. Communications and Announcements

1. Weaver to Bukovac re: Thank You for Hosting
2. Szczepaniak to Bukovac re: Arts DuPage
3. Both to Suriano re: Library Staff
4. Ritzman to Public Library Clients re: FOIA and Personal Devices

- E. Omnibus Consent Agenda

1. Minutes of Budget and Appropriations Hearing and Regular Board Meeting, September 16, 2015
2. Treasurer's Report
3. Action on Bills/Additional Bills
4. Ordinance #2015-6 Approving Proposed Amendments to the LIMRiCC By-laws and Intergovernmental Agreement
5. Ordinance #2015-7 Providing for the Execution of an Intergovernmental Agreement with LIMRiCC
6. Proposed Revisions to Study Rooms Policy
7. 2016 Days Closed Calendar
8. Determination to Dispose of Personal Property
9. Proposal to Replace Sump Pumps

Deshmukh moved, Damon seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Krupicka moved, Lacayo 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 she was contacted by the superintendent of the high school districts regarding construction on the LADSE building. He wanted to let Bukovac know that the construction will not impact the library in any way and to give her contact information for an on-site person in case there is a problem. They will be moving the functional life skills program to the building. They plan on having the construction work complete by the beginning of the summer. Bukovac and the department heads will be having a retreat in two weeks to discuss the user experience based on the strategic plan. Bukovac discussed the library's philosophy of service to residents and non-residents with the Board. While the library is welcoming to all and provides many services to non-residents including placing holds, checking out materials and answering of reference questions, the Board agreed that when a resource is limited (i.e. computers, storytime and computer class space), then we limit the usage to residents.

H. Department Reports

Birmingham updated the Board on Dancing in the Spooky Stacks. Fifty-nine tickets have been sold. Ticket sales have been slow. Miskatonic Brewing Company is providing the beer and three prizes for the costume contest. Whole Foods donated a \$400 Whole Foods gift card for the purchase of wine and provided coupons that will be inserted in our brochures. We received cash donations from Visographic, Chuck's, Community Bank of Willowbrook, Conklin Accounting and Fox Financial.

I. Staff Report –

Tyler Works, Youth Services Senior Librarian and Teen Specialist, spoke to the Board about the library's Write-On Teen Literary Festival. The Festival, sponsored by the Gift of Carl Foundation, is celebrating its 10<sup>th</sup> anniversary. Works said he is unaware of another library of our size hosting a writing contest for this length of time, with the level of awards that are given out and the caliber of authors that are featured. The Festival not only supports and recognizes teen creativity on a local level but it also connects teens with professionals, and creates partnerships with the Foundation and the high schools. The Cool Compositions categories include short stories, poetry, and song lyrics. The writing workshop will feature two local authors who will discuss sharing stories online. The finale will be An Evening with author, A.S. King. In honor of King's visit the library will be giving away free copies of her books to read and to then pass along to someone else ("Read On" funded by The Friends). The success of Write-On led to The Sound Teen Music Festival, a battle of the bands competition that just celebrated its third anniversary. The department has also started a Write-On Junior Contest for grades 5 and 6. This year categories are poetry and short stories.

J. Reports

1. Chamber Reports – 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. Operating Budget Planning-Key Forces Impacting the Library – A list of driving forces and restraining forces impacting the library had been developed at the January Board retreat. In order to focus discussion about the library’s budget, Bukovac asked the Trustees to identify their top ten points under each category and then select the top five from their top ten. Bukovac already conducted the exercise with the department heads and shared those results with the Board.

#### L. New Business

1. FY 2014-2015 Audit – The Board did not feel it was necessary for the auditor to attend a future meeting to review the report.
2. Ordinance #2015-8 To Abolish Bond Fund and Transfer Bond Fund Reserves to Corporate Fund Reserves - Since the bond has been paid off, the money earned through interest can be moved to the corporate reserves. Damon moved, Deshmukh second to abolish the Bond Fund and transfer the Bond Fund Reserves to the Corporate Fund Reserves. Motion carried unanimously.
3. Ordinance #2015-9 To Abolish Working Cash Fund as Allowed Under ILCS16/30-100 and Transfer Working Cash Reserves to Corporate Fund Reserves – The library has never needed the Working Cash Fund and is allowed to move that money to the corporate reserves. Krupicka moved, Lacayo seconded to abolish the Working Cash Fund as allowed under ILCS16/30-100 and transfer the Working Cash Reserves to the Corporate Fund Reserves. Motion carried unanimously.
4. Combine Monies from Working Cash Fund Managed by MPI With Corporate Fund Monies Managed by MPI – Krupicka moved, Deshmukh seconded to combine monies from the Working Cash Fund managed by MPI with the Corporate Fund Monies managed by MPI. Motion carried unanimously.
5. Draft of Levy for FY 2015-2016 - There were no questions from the Trustees regarding the levy draft.
6. Resolution #2015-D To Determine Estimate of Funds Needed For 2015-2016 Fiscal Year – Damon moved, Lacayo seconded to approve Resolution #2015-D To Determine Estimate of Funds Needed for 2015-2016 Fiscal Year. Motion carried unanimously.
7. Notice of Proposed Property Tax Increase for Indian Prairie Public Library District – Krupicka moved, Damon seconded to approve the Notice of Proposed Property Tax Increase for Indian Prairie Public Library District. Motion carried unanimously.
8. Chicago Zoological Library Pollinator Project – The Chicago Zoological Society asked us to partner with them on a grant. The library would plant a garden to create a corridor for the Monarch Butterfly. The Society is writing the grant which includes the funds needed for the library to participate so there is no cost to the library. The Society will find out in September 2016 if they will receive the grant. The Board agreed that the library can be included in the Chicago Zoological Society’s grant.
9. Revisions to Use of Library Facilities Policy 602 and 611 - Damon moved, Lacayo seconded to approve the revisions to the Use of Library Facilities Policy 602 and 611. Motion carried unanimously.

#### M. Scheduled Meetings

A Finance Committee meeting has been scheduled for November 11 at 1:30 p.m.

A Building and Grounds Committee meeting has been scheduled for December 10 at 7 p.m.

#### N. Community Events

#### O. Library Events

P. Adjournment

At 8:40 p.m. Deshmukh moved, Lacayo seconded to adjourn the meeting. All ayes. Motion carried unanimously.

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Beena Deshmukh, Secretary