

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of October 20, 2021

**Board of Trustees Regular Meeting
October 20, 2021 – 6:30 p.m.**

A. Roll Call

Vice-President Damon called the meeting to order at 6:35 p.m. Acting-Secretary Krupicka called the roll.

Present: Donald Damon, Marian Krupicka, Themis Raftis, Sri Rao, Christina Rodriguez

Absent: Crystal Megaridis, Victoria Suriano

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Tony Lucarelli, Debbie Sheehan

Others: Dave Pequet and Matthew Pequet of MPI Wealth Management with respect to item L1 under New Business

Vice-President Damon asked for additions and/or corrections to the agenda. There were none.

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

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

Values Statement: Acting-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 – none

At this point, MPI gave their presentation (L1). They left at 7:05 p.m. Next Tony Lucarelli gave his staff report (I). He left at 7:20 and the Board continued with the rest of the agenda.

D. Communications and Announcements

E. Omnibus Consent Agenda

1. Minutes of Budget and Appropriations Hearing and Regular Board Meeting, September 15, 2021
2. Action on Bills/Additional Bills
3. Review of Policies:
 - 210 Public Comment
 - 410 Hours of Operation
 - 415 Closings
 - 465 Computer & Internet Services
 - 470 Web Site
 - 480 Privacy of Patron Records/Information
 - 600 Use of Library Facilities
 - 620 Community Information Flyers & Posters Display

621 Distribution of Free Publications

630 Displays

635 Art Exhibits

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

F. Items Deleted from Omnibus Consent Agenda

Rao asked that policy 670 Alcoholic Beverages be removed from the Omnibus Consent Agenda for discussion. Rao stated that library staff and volunteers need to be Basset certified in order to legally serve alcohol. The training class can be taken on-line and Basset cards are good for three years. Krupicka moved, Rodriguez seconded to approve Policy 670 Alcoholic Beverages with additional language that states library staff or volunteers must be Basset certified to serve alcohol. Ayes: Damon, Krupicka, Raftis, Rao, Rodriguez. Nays: none. Absent: Megaridis, Suriano. Motion carried unanimously.

G. Library Director's Report

Bukovac distributed a financial forecast through 2030.

H. Department Reports

I. Staff Report – Tony Lucarelli, Head of Resource Services, demonstrated the new SWAN Catalog called Aspen. The new catalog enhances a patron's experience with better searching, sorting, and filtering. The catalog will go live on Monday.

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 – Damon reported they met on September 28 to review various policies.
7. Approval of Policy Committee Meeting Minutes, September 28, 2021 – Rao moved, Raftis seconded to approve policy committee meeting minutes dated September 28, 2021. Ayes: Damon, Krupicka, Raftis, Rao, Rodriguez. Nays: none. Absent: Megaridis, Suriano. Motion carried unanimously.

K. Unfinished Business

1. Renovation Update – The architect and contractor are still working on punch list items.
2. Library Fines – Discussion continued from the last three Board meetings regarding resident Nader Najjar's letter requesting that the library consider discontinuing charging fines for overdue items. Rao moved, Rodriguez seconded that effective November 1, fines will be removed from items except for console games, hot picks, and equipment, all of which will remain at \$1.00 per day. A library card will be stopped when an item is 14 days overdue. Ayes: Damon, Krupicka, Rao, Rodriguez. Nays: Raftis. Absent: Megaridis, Suriano. Motion carried. Bukovac thanked the Board for taking the time over several Board meetings to discuss this issue.

L. New Business

1. MPI Wealth Management, Report on Investments – The Illinois Public Funds Investment Act limits the types of investments the library can make. The library has invested monies with MPI since 2009. Dave Pequet gave an overview of the company’s profile as an investment advisory firm and discussed the current market climate. He explained the structure of Separately Managed Accounts and Mortgage-Backed Securities. The library’s portfolio is more conservative than what is allowed by State Statutes, structured to meet the library’s liquidity needs, and is made up of securities issued by U.S. Government Agencies. MPI’s full presentation is in the packet.
2. Approve the Opening of Bank Accounts at Republic Bank – The library currently uses two banks, one for operating finances and one for payroll. In addition, our property tax money is deposited into Illinois Funds which is then wired to the two banks. We have started to see more and higher bank fees, especially wire transfer fees. Bukovac and the library’s Administrative Coordinator have been researching other banks. They have chosen Republic Bank to open an operating account and a payroll account. Our property tax money would be directly deposited into the operating account. Bukovac noted that Republic Bank has been very responsive, is offering low fees, and works with many governmental bodies. The bank requires a vote from the Board to open the accounts. Rao moved, Raftis seconded to approve the opening of bank accounts at Republic Bank. Ayes: Damon, Krupicka, Raftis, Rao, Rodriguez. Nays: none. Absent: Megaridis, Suriano. Motion carried unanimously.
3. COVID Policy and Practices – There have been no changes made by the Governor and there is nothing new to report.
4. Policy 1100 Donations and Gifts – Bukovac said the Policy Committee discussed the policy and the revisions contained in the packet are based on that discussion. The Committee felt it was best to discuss the revisions with the rest of the Board. The Board reviewed the Recognition of Gifts section. It was suggested that we simplify the language regarding the duration of naming rights by saying, if the space is no longer available we will find a comparable alternative to continue the recognition. Also discussed was length of time associated with monetary tiers. It was noted that monetary gifts of \$250-\$5,000 honored on the donor tree are never removed and some have been there since the building was built. Bukovac will rework the language based on tonight’s discussion and bring the policy back to the Board next month.
5. Resolution #2021-C To Determine Estimate of Funds Needed for 2021-2022 Fiscal Year – Krupicka moved, Rao seconded to approve Resolution #2021-C To Determine Estimate of Funds Needed for 2021-2022 Fiscal Year. Ayes: Damon, Krupicka, Raftis, Rao, Rodriguez. Nays: none. Absent: Megaridis, Suriano. Motion carried unanimously.

M. Scheduled Meetings - none

N. Adjournment

At 8:10 p.m. Rao moved, Raftis seconded to adjourn the meeting. Ayes: Damon, Krupicka, Raftis, Rao, Rodriguez. Nays: none. Absent: Megaridis, Suriano. Motion carried.

Marian Krupicka, Acting-Secretary