

Indian Prairie Public Library
Board of Trustees Minutes

Executive Order 2020-07 suspends the in-person presence requirements for elected officials and eliminates the limitation on remote access. To provide remote access for Library Trustees while allowing the public to access the Board meeting, we will be hosting our September 16, 2020 meeting via the Zoom platform. Information as to how to listen to the meeting by phone is provided below.

We provide opportunity for public comment at all Board meetings. For this remote access meeting members of the public can share comments by submitting their comments in advance through email by sending them to directors@ippl.info by 6:15 p.m. September 16, 2020. Please indicate this is a Board Meeting comment in the subject or body of the comment. Comments will be read aloud during the public comment section of the agenda and entered into the public record.

iPhone one-tap :

US: +13126266799,,88369017674#,,,,,0#,,204922# or +13017158592,,88369017674#,,,,,0#,,204922#

Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 301 715 8592 or +1 929 205 6099 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 883 6901 7674

Passcode: 204922

International numbers available: <https://us02web.zoom.us/j/kMOc3q3Z7>

**Budget & Appropriations Hearing
September 16, 2020 – 6:30 p.m.**

- A. Call to Order and Statement of Purpose –President Suriano called the hearing to order at 6:30 p.m. Present were Asma Akhras, Donald Damon, Taylor Frawley, Marian Krupicka Crystal Megaridis, Victoria Suriano, Jamie Bukovac, Laura Birmingham and Maria Wlosinski. Absent: none. Suriano stated that the purpose of the hearing was to provide the opportunity for public comment on the Budget and Appropriations Ordinance and reviewed the Legal Notice of Public Hearing that was published in the Doings on August 6, 2020.
- B. Public Questions/Comments – none
- C. Closing of Hearing – Suriano closed the hearing at 6:40 p.m.

**Board of Trustees Regular Meeting
September 16, 2020 – 6:40 p.m.**

A. Roll Call

President Suriano called the meeting to order at 6:40 p.m. and stated the following:

“This meeting is held as a virtual meeting given that the governor has declared the coronavirus pandemic a disaster. I have determined that an in-person meeting is not practical or feasible because of the disaster. I have also determined that it is not feasible or practical, due to the disaster and disaster proclamation, to have a library trustee, the library director, or the library's attorney present at the library during the meeting.” Suriano verified that each trustee could hear the discussion. Secretary Megaridis called the roll.

Present: Asma Akhras, Donald Damon, Taylor Frawley, Marian Krupicka, Crystal Megaridis, Victoria Suriano

Absent: none

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski

Others: none

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.

- C. Public Comment – Bukovac did not receive any email comments prior to tonight's meeting.

D. Communications and Announcements

1. Ritzman to Libraries re: Election of Library Trustees
2. Ritzman to Libraries re: November 3 Election Day

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, August 19, 2020
2. Action on Bills/Additional Bills
3. Minutes of Special Board Meetings, July 20, August 10, August 17, August 24, August 31, 2020
4. Ordinance #2020-7 Budget and Appropriations Ordinance for FY 2020/21
5. Estimate of Revenues FY 2020/21

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

- F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

For income, we've received a good portion of DuPage property taxes. Non-resident fees have been coming in at a fast pace. We are starting to see an uptick in the number of visitors and in circulation. Curbside pickup is still very high and most days all of the seating in the building is being used. Staff continues to look for opportunities to connect with our residents – we have embraced curbside pickup as a way to get items to patrons. Department heads continue to stay in touch with staff working remotely through one-on-one phone calls and Zoom department meetings. Bukovac did a Zoom presentation for staff regarding the renovation.

H. Department Reports

I. Reports

1. Treasurer's Report – backup in packet.
2. Chamber Reports – backup in packet.
3. RAILS – backup in packet.
4. Building and Grounds Committee – no report

5. Finance Committee – no report
6. Planning/Outreach Committee – no report
7. Policy Committee – no report

J. Unfinished Business

1. Renovation – Flooring and most of the furniture has been selected. We're working on finishes and paint. We've looked at specialty lighting. Right now, it looks like bids will go out on November 2 and be due back on November 23. We're looking at setting a board meeting on or around December 9 to discuss the architect's recommendation and select the final bid. Construction will take 2 to 3 months and should start mid to late March. There's at least a 16 week lead time for furniture. The Board began the discussion about whether the library should close the building for part or most of the project. The architect is recommending that we close for approximately 2 weeks during the most disruptive parts of the project (lobby tile removal and new carpet, stair work, first floor trenching, staff area carpet/paint). Bukovac expressed concerns about having the space to keep staff and the public socially distanced because some areas will be taken over by construction. Also, some staff won't have a workroom for awhile. Seating and computers would not be available for the public. In addition to keeping patrons and staff safe, there may be a cost savings with closing the building. Whether the Board decides to close for some or most of the project, staff would continue to manage the phones, chats, and emails. Curbside pickup and online programming would continue. Wifi would be available in the parking lot and reading garden. The architects believe that closing for two months would be enough to get most of the project completed. The trustees asked Bukovac to convey to the architect to state in the bid documents that the library will close for the recommended two weeks and that the bid document include an alternate bid to show cost savings if the library closed for two months.

K. New Business

L. Meetings Scheduled

Special Board Meeting with architect to select finishes – September 14, 28 at 2:00 p.m.

M. Community Events

N. Library Events

O. Adjournment

At 7:26 p.m. Damon moved, Krupicka seconded to adjourn the meeting. Ayes: Akhras, Damon, Frawley, Krupicka, Megaridis, Suriano. Nays: none. Absent: none. Motion carried unanimously.

Crystal Megaridis, Secretary