

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of June 20, 2018

**Board of Trustees Regular Meeting
June 20, 2018 – 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, Marian Krupicka, Diane Ruscitti, Victoria Suriano

Absent: Asma Akhras, Crystal Megaridis

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski

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

D. Communications and Announcements

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, May 16, 2018
2. Treasurer's Report
3. Action on Bill/Additional Bills
4. Ordinance #2018-3 Ascertain the Prevailing Wage
5. Ordinance #2018-4 Establishing Regular Meeting Dates
6. Ordinance #2018-5 Amending the Budget and Appropriation Ordinance for the Fiscal year 2017-2018
7. Finance Committee Minutes, June 12, 2018
Damon moved, Krupicka seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Deshmukh moved, Damon seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

With respect to the parking lot project, Bukovac said the Darien City Planner suggested that we plan on 9' spaces and monitor the usage for the following year to see if we need more spaces

and then if needed we could apply for a variance. We need another handicap space along the front which will bring the total to 6. Bukovac reported that the group filing a lawsuit against District 86 held a meeting at the library last month. She received about 24 voice mail messages that the library should not have allowed the group to hold the meeting at the library. She responded to the ones she had contact information for.

H. Department Reports

Birmingham highlighted the many activities taking place at the library's 30th anniversary party (Pet-Palooza) on July 21. The day will include a Pet Parade and a concert by Darien native, Andrew Salgado. The event is covered by sponsorships from local businesses and the Sadowski Family.

I. Staff Report – none

J. Reports

1. Chamber Reports – backup in packet.
2. RAILS – backup in packet.
3. Building and Grounds Committee – no report.
4. Finance Committee – Krupicka reported that the committee met on June 12. Minutes from the meeting were approved tonight under the Omnibus Consent Agenda.
5. Planning/Outreach Committee – no report.
6. Policy Committee – no report.

K. Unfinished Business - none

L. New Business

1. Financial Forecast – The Board reviewed the three financial forecasts that were provided in the packet. The first scenario assumes no property tax increase for three years, the second assumes a 1% increase and the third assumes a 2% increase. The forecasts also include the capital projects. With respect to the LED lighting, the Finance Committee decided to hold off making a decision about the project until the parking lot is finished. Tonight Ruscitti suggested that depending on the financial return and payback time we may find that we want to move forward with the project regardless of the parking lot.
2. Operating Budget 2018/2019 – The Board reviewed the revenue and expenditure information contained in the packet. Ruscitti moved, Krupicka seconded to approve the operating budget 2018/2019. Ayes: Damon, Deshmukh, Krupicka, Ruscitti, Suriano. Nays: none. Absent: Akhras, Megaridis. Motion carried unanimously.
3. FY18/19 Salary Schedule - The packet contains information comparing IPPL starting salaries with other libraries. Bukovac noted that we try to keep the salaries in the middle range compared to other libraries particularly with the professional positions so we remain competitive. Damon moved, Deshmukh seconded to approve the FY18/19 salary schedule. Ayes: Damon, Deshmukh, Krupicka, Ruscitti, Suriano. Nays: none. Absent: Akhras, Megaridis. Motion carried unanimously.
4. Proposal to Charge \$1.00 per Notary Stamp – We surveyed other entities that perform notary service and they charge \$1.00 per notary stamp. Bukovac noted that the State allows a charge of up to \$1.00. She included revenue of \$1000.00 in the operating budget for this service. Krupicka moved, Ruscitti seconded to charge \$1.00 per notary stamp. Ayes: Damon, Deshmukh, Krupicka, Ruscitti, Suriano. Nays: none. Absent: Akhras, Megaridis. Motion carried unanimously.

5. Proposal to Replace Kids & Teens Study Tables and Chairs – Bukovac said the tables would be the same as the ones in the WouldShop but with a different finish. We are looking at a more traditional chair that is built for schools. The money would come out of the surplus we have in the operating budget. Deshmukh moved, Damon seconded to replace the Kids & Teens study tables and chairs at a cost not to exceed \$10,000.00. Ayes: Damon, Deshmukh, Krupicka, Ruscitti, Suriano. Nays: none. Absent: Akhras, Megaridis. Motion carried unanimously.
6. Landscaping Proposal – Ruscitti moved, Deshmukh seconded to approve the landscape projects at a cost of \$6,086.00. Ayes: Damon, Deshmukh, Krupicka, Ruscitti, Suriano. Nays: none. Absent: Akhras, Megaridis. Motion carried unanimously.
7. Appoint Committee to Review Closed Session Minutes and Complete Secretary's Audit – Suriano and Krupicka will be on the committee.

M. Committee Meetings

N. Community Events

O. Library Event

P. Adjournment

At 8:10 p.m. Ruscitti moved, Deshmukh seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Beena Deshmukh, Secretary