

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of February 15, 2023

**Board of Trustees Regular Meeting
February 15, 2023 – 6:30 p.m.**

A. Roll Call

President Suriano called the meeting to order at 6:30 p.m. Acting-Secretary Krupicka called the roll. Present: Marian Krupicka, Themis Raftis, Sri Rao, Christina Rodriguez, Victoria Suriano
Absent: Don Damon, Crystal Megaridis,
Staff Present: Laura Birmingham, Kristen Lawson, Maria Wlosinski, Ann Stovall
Others: Stacy Palmisano, candidate for IPPL trustee, in attendance to observe the meeting

President Suriano 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

D. Communications and Announcements

1. Passport Agency Director to Maiello re: Thank You
2. Darien Woman's Club to Birmingham re: Thank You

E. Omnibus Consent Agenda

1. Minutes of Truth in Taxation Hearing and Regular Board Meeting, November 16, 2022
2. Action on Bills/Additional Bills – November and December
3. Review of Policies
 - 200 By Laws
 - 420 Library Cards
 - 430 Circulation
 - 431 Fines & Charges
 - 432 Homebound Services
 - 433 Suspension/Limitation of Privileges
 - 440 Information Services
 - 450 Library Sponsored Programming
 - 455 Group Tours/Programs
 - 456 Proctoring
 - 471 Social Media

- 474 Maker Studio
- 475 Miscellaneous Equipment
- 490 Patron Grievance
- 500 Materials Selection
- 613 Restore Illinois
- 650 Conference Rooms
- 660 Meeting Rooms
- 680 Video Surveillance
- 690 Photography & Video
- 700 Identity Protection
- 800 Personnel
- 1000 Emergency Closing

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

F. Items Deleted from Omnibus Consent Agenda - none

At this point Stovall gave her staff report. She left at 7:10 p.m. and the Board continued with the rest of the agenda.

G. Library Director's Report

Birmingham spoke to the Board about the library's current staffing needs/challenges. Prior to the pandemic we had 92 employees and currently we have 69. Prior to the pandemic we were open 72 hours (the state standard for our population) and currently we are open 64 hours. We are almost back to pre-pandemic in-person visits of 30,000 a month. In addition we answer about 2225 calls a month. We are short 4 associates and 3 pages in Guest Services as well as 1 associate in Programming and Outreach – this equates to 157 ½ hours per week. To fill the needs, librarians are working desk shifts. Repercussions affecting user experience include - incoming phone calls going to voice mail when staff is not available to answer, returned items not getting back onto shelves as quickly, and we don't have enough staff to offer roaming service. Staffing issues also prevent growth – filling in at the desk prevents staff from focusing on larger projects as well as participating in advisory committees and continuing education. The situation is also preventing us from increasing our hours of operation. Birmingham noted that the pay we offer is comparable to, and in some cases higher, than our neighboring libraries. They are experiencing the same problem. In spite of this challenging situation, our service has not waivered – our staff is amazing! So what are the solutions? Two current Guest Services Associates were available to increase their weekly hours from 18 to 25. Birmingham looked into a phone service but the cost was extremely high. The Board suggested offering current staff a flat or scaled referral fee or referral gift card – staff would receive the incentive provided the referred candidate completes a 3 month probation period. The Trustees were also in agreement that we should offer two of the current GS job openings at 25 hours (instead of 18) for which an employee would earn PTO and IMRF.

H. Department Reports

I. Staff Report – Ann Stovall, Head of Technology & Maker Services, gave a presentation to the Board highlighting the past, present, and future of public technology at the library. Ann is

retiring in April after working at the library for over 23 years. She thanked the Board for their support throughout the years and expressed how proud she was to be a part of IPPL. The Board commended Ann for her many accomplishments and expressed their gratitude.

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
Policy Committee Minutes, January 17, 2023 – Rodriguez moved, Rao seconded to approve policy committee minutes, January 17, 2023. Ayes: Krupicka, Raftis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon, Megaridis. Motion carried unanimously.

K. Unfinished Business

1. Our Advocacy Presentation at the Darien Council Meeting is on March 20 at 7:30 p.m. Marketing staff will prepare talking points for the Trustees. Darien doesn't have the technology for a PowerPoint so we will give them a copy to include in their meeting packet.

L. New Business

1. Strategic Plan – The plan was developed before the pandemic. We've accomplished a lot and many activities are ongoing. Some of the outstanding activities such as roaming can't be completed due to being short-staffed. Birmingham noted that we are continuing to study statistics and work on programming/outreach but it's difficult to finish the plan or develop a new one until we're completely staffed. The Board saw no reason why the plan could not be extended while we work to complete our staffing issues.

M. Meetings

N. Adjournment

At 7:55 p.m. Rao moved, Rodriguez seconded to adjourn the meeting. Ayes: Krupicka, Raftis, Rao, Rodriguez, Suriano. Nays: none. Absent: Damon, Megaridis. Motion carried unanimously.

Marian Krupicka, Acting-Secretary