

**BOARD OF LIBRARY DIRECTORS
AURORA (ILLINOIS) PUBLIC LIBRARY**

OCTOBER 23, 2019

CALL TO ORDER: at 6:00 p.m.

Present: Trustees Dee Basil, Jeffry Butler, Joe Filapek, Avis Miller, John Savage, Eva Serrano

Absent: Melinda Riddick, Andrew Smith

Also present were Executive Director Michaela Haberkern, Deputy Director Tom Spicer, Director of Neighborhood Services Heather Sturm, Senior Administration Manager Kathleen Fennell, Communication Manager Miriam Meza-Gotto, Human Resources Manager Brenda Blough, Administrative Assistant Kim Gautschi, Jamie Rachlin, Meristem Advisors.

ADDITIONS/CHANGES TO THE AGENDA: None

MINUTES OF SEPTEMBER 25, 2019 BOARD MEETING:

Jeffry Butler moved, seconded by Dee Basile, to approve the minutes of the September 25, 2019 board meeting.

Yes: Basile, Butler, Filapek, Savage, Serrano

No: None

Abstain: none

Absent: Miller, Riddick, Smith

One Vacancy

Motion Carried

BOARD MEETING 9-25-19 MINUTES APPROVED

STAFF REPORTS:

Executive Director: Michaela Haberkern reported effective November 1, 2019, Macmillan Publishing will place an embargo on library eBooks. Libraries will now only be allowed to purchase one eBook during the first eight weeks of publication regardless of the size of your community. As a library, we sent communication via social media to our customers relaying this information. Macmillan is blaming libraries for cannibalizing their sales. If you are comfortable, please let Macmillan Publishing know how you feel about this policy.

Last week a news article was published regarding the alleged sexual assault taking place on library property during an unscheduled school field trip. Michaela Haberkern has placed a call to the school's executive director for additional information. We would like to establish guidelines around their visits to ensure students are safe. Michaela will keep the board informed as things develop.

Foundation: In Laura Stoney's absence, Michaela Haberkern reminded the board the gala, Magic in Motion, will take place Saturday, December 7, 2019. Laura thanks everyone in advance for auction items.

Facilities: Speakers for a complete surround system were installed at Santori in Rooms 125/126. The jockey pump failed in our sprinkler system and had to be replaced. We received \$43,778 in e-rate fund reimbursements.

Correspondence: None

Public Comments: None

FORMER BUSINESS: None

NEW BUSINESS:

Approval of September - October Bills

Jeffry Butler moved, seconded by Eva Serrano to approve the monthly expenditures as listed on the Authorization Sheet for the period September 26, 2019 to October 23, 2019 in the amount of \$787,285.95.

Roll call on motion:

Yes: Basile, Butler, Filapek, Savage, Serrano

No: None

Abstain: none

Absent: Miller, Riddick, Smith

One Vacancy

Motion Carried

PAYMENT OF BILLS 9-26-19 TO 10-23-19 APPROVED

Questions on Bills:

Multiple purchases with Amazon – These were TVs and audio equipment purchases made for Rooms 125/126 improvement. In addition, one TV was purchased for West Branch for events/program broadcasting and one for Eola Road Branch which was a replacement for a TV that was vandalized. We purchased Cat6 cabling which was run throughout Santori.

Apex Pumping Service Repair \$1,680 – Replaced and installed new jockey pump for sprinkler system that failed at Santori.

Beary Landscaping \$5,599 – a new drainage channel and grates were installed around the octagon shaped portico at Eola Road Branch.

2020 levy

The Finance Committee met last week with Jamie Rachlin of Meristem Advisors LLC in attendance to discuss the library's 2020 levy request to the City of Aurora. Jamie reviewed for the full board the findings in his report. A levy of \$14.7 million will allow the library to respond to minimum wage increases, to meet state standards for materials expenditures, to fund all known and anticipated capital needs for the next 25 years, and to build an operating reserve that would allow us to function independently.

John Savage spoke about next steps, including community meetings, individual meetings with aldermen, and the library's scheduled hearing with the city's finance committee on November 18, 2019.

Avis Miller arrived at 6:25 p.m.

Per Capita Grant Requirement

Michaela Haberkern advised that a final requirement of the 2020 IL Per Capita Grant is to review Chapter 3 of *Serving Our Public*. Brenda Blough reviewed Chapter 3 which establishes guidelines of core services in Personnel. We are committed to having a qualified staff which is paid fairly and competitively. We offer ongoing training and development both in-house and through workshops and conferences outside of the library. We are currently in the process of updating job descriptions. We are in line with our peer groups and meet all guidelines outlined in Chapter 3.

Resolution to approve amended West Branch/Washington Middle School Joint Agreement

Michaela reminded the board that during the Engage to Change process with West Branch, it was discovered the title to the property had never been conveyed to the library. Michaela reviewed the proposed changes to the amended joint agreement: the elimination of the language regarding construction, the removal of access to the Tech Center from the hallway and the staff work area. By approving the resolution we are accepting title and approving the outlined changes. Michaela answered board questions concerning our storage area on the school side of the partition access to our systems on the school side when school is not in session, and parking lot usage and snow clearance.

Joe Filapek moved, seconded by Eva Serrano to approve the amended West Branch/Washington Middle School Joint Agreement.

Roll call on motion:

Yes: Basile, Butler, Filapek, Miller, Savage, Serrano

No: None

Abstain: none

Absent: Riddick, Smith

One Vacancy

Motion Carried

RESOLUTION TO AMEND WEST BRANCH/WASHINGTON MIDDLE SCHOOL JOINT AGREEMENT APPROVED

EXECUTIVE SESSION: Jeffry Butler moved, seconded by Eva Serrano, to adjourn to Executive Session at 6:51 p.m. to discuss to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1)) and to discuss the minutes of meetings lawfully closed under the Open Meetings Act (5 ILCS 120/2(c)(21)) including semi-annual review of executive session minutes.

Roll call on motion:

Yes: Basile, Butler, Filapek, Miller, Savage, Serrano

No: none

Abstain: none

Absent: Riddick, Smith

One Vacancy

All in favor

Motion carried

APPROVED EXECUTIVE SESSION

On a motion by Dee Basile, seconded by Joe Filapek, the board voted unanimously by roll call to return to open session 6:58 p.m.

Roll call on motion:

Yes: Basile, Butler, Filapek, Miller, Savage, Serrano

No: none

Abstain: none

Absent: Riddick, Smith

One Vacancy

All in favor

Motion carried

APPROVAL TO RELEASE PORTIONS OF THE MINUTES OF MARCH 27, 2019 EXECUTIVE SESSION MINUTES.

On a motion by Eva Serrano, seconded by Dee Basile, the board voted unanimously to release some of the minutes of March 27, 2019 executive session minutes.

Roll call on motion:

Yes: Basile, Butler, Filapek, Miller, Savage, Serrano

No: none

Abstain: none

Absent: none

One Vacancy

Motion carried

APPROVAL OF RELEASE OF PORTIONS OF THE MINUTES OF MARCH 27, EXECUTIVE SESSION MINUTES.

ADJOURNMENT

On a motion by Jeffry Butler, seconded by Avis Miller, the board voted unanimously to adjourn at 7:00 p.m.

All in favor.

Motion carried.

ADJOURNMENT

CERTIFIED TO BE A TRUE COPY

Secretary, Board of Directors

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