

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

February 20, 2019

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

Present: Trustees Dee Basile, Jeffry Butler, Joe Filapek, Melinda Riddick, John Savage, Eva Serrano, Andrew Smith.

Absent: Avis Miller, Archie Needam

Also present were Executive Director Daisy Porter-Reynolds, Deputy Director Michaela Haberkern, Foundation Manager Laura Stoney, Senior Administration Manager Kathleen Fennell, Communication Manager Miriam Meza, Director of Neighborhood Services Heather Sturm, Human Resources Manager Brenda Blough, Administrative Assistant Kim Gautschi

ADDITIONS/CHANGES TO THE AGENDA: There will not be an Executive Session.

John Savage led the Board and audience in a moment of silence to honor victims of the Henry Pratt Company shooting.

MINUTES OF JANUARY 22, 2019 BOARD MEETING:

Andrew Smith moved, seconded by Joe Filapek to approve the minutes of the January 22, 2019 Board Meeting. The Board approved the minutes of the January 22, 2019 as written.

Yes: Basile, Butler, Filapek, Riddick, Serrano, Smith

No: None

Abstain: Savage

Absent: Miller, Needam

Motion Carried

BOARD MEETING 1-22-19 MINUTES APPROVED

STAFF REPORTS:

Executive Director: Daisy Porter-Reynolds reported West Branch and Santori went on soft lockdown Friday, February 15 during the active shooter tragedy at Henry Pratt Company. It should be noted that the library did participate in active shooter training in February and March 2018. We are sending out refresher videos via email to all staff for their review. During the recent polar vortex, we were closed all day on January 30 and until noon on January 31. Santori remained opened as a warming center staffed by managers and offering limited services, and West Branch was open offering full services. Eola Road Branch was closed due to an HVAC failure. Tonight is Daisy Porter-Reynold's last board meeting and she expressed that it was an honor to work with the board and staff.

Foundation: Laura Stoney announced that a Marie Wilkinson Family event would be held July 13, 2019. Sheila Wilkinson, Marie's daughter, will attend along with Sheila's niece. The Foundation continues to work on annual giving efforts as well as 2019 events.

Facilities: Kathleen Fennell advised there were two weather related issues at Eola Road Branch this past month. The heat was out on the computer lab side of the building and a frozen water pipe burst in the children's story time room. Both have been repaired. Due to the extreme cold, the Bookmobile was off road the last week in January. At West Branch, an air handler failed and was replaced. We received a refund check from ComEd for Phase 2 of the retrofit lighting efficiency project at Eola Road Branch.

PUBLIC COMMENTS: One community speaker addressed the Board regarding his library concerns.

FORMER BUSINESS: None

NEW BUSINESS:

Approval of January-February Bills

Andrew Smith moved, seconded by Dee Basile, to approve the monthly expenditures as listed on the Authorization Sheet for the period January 23, 2019 to February 20, 2019 in the amount of \$740,897.60

Roll call on motion:

Yes: Basile, Butler, Filapek, Riddick, Savage, Serrano, Smith

No: None

Abstain: none

Absent: Miller, Needam

Motion Carried

PAYMENT OF BILLS 1-23-19 TO 2-20-19 APPROVED

Questions on Bills:

Lynda.com - Is a database of online training courses. We had 12,500 active users in the past year.

First Communication Internet charges - This is part of our dual internet charges from two separate companies. One serves as a backup in the event of an outage.

Executive Director Hiring Process – There was no discussion.

Minimum-Wage Bill and Budget Impact – Brenda Blough, HR Manager, advised that Governor Pritzker signed into law the Minimum Wage Bill, which will raise the Illinois minimum wage to \$15 by 2025. This will have little impact on the library as we are far enough ahead of the minimum in almost all cases.

Community Meetings and Surveys – Trustee Jeffrey Butler and Miriam Meza, Communications Manager, presented an overview of the input collected from West Branch in our Engage to Change: Stage 1. The presentation explained the purpose and the results of the community meetings and survey. Recurring themes included location,

hours, programming, and trust. A focus group of community, board, and staff has been convened and is working to help staff formulate community priorities. The presentation will be available on the library's website.

Financial controls – Michaela Haberkern and Kathleen Fennell reviewed for the Board the library's financial controls in regards to purchasing, reassuring the board that sound financial practices and controls are in place.

Circulation Policy – Michaela Haberkern advised that an adjustment be made the nonresident card section of the policy in order to comply with new legislation.

Andrew Smith moved, seconded by Dee Basile, to approve the Circulation Policy as presented.

Motion Carried.

CIRCULATION POLICY APPROVED AS PRESENTED

2019 Officer Elections

Board President John Savage opened the floor for nominations. Andrew Smith nominated John Savage as President and Jeffrey Butler as Secretary. Jeffrey Butler nominated Andrew Smith as Vice President. There were no other nominations.

Board voted. Election Results Announced: John Savage elected President, Andrew Smith elected Vice President, Jeffrey Butler elected Secretary. The elected officers will continue their terms of service effective at the next regularly scheduled Board meeting on March 27, 2019.

Resolution honoring Daisy Porter-Reynolds – Resolution honoring Daisy Porter-Reynolds for all her hard work and efforts in managing the library was presented as follows:

Resolution

Adopted by the Board of Directors of the Aurora Public Library

February 20, 2019

Honoring Daisy Porter-Reynolds

Whereas, Daisy Porter-Reynolds served the people of Aurora as the Executive Director of the Aurora Public Library for four and a half years; and

Whereas, her customer focus and drive for excellence transformed the public face of the library; and

Whereas, her deep knowledge of best practices streamlined the support functions of the library; and

Whereas, her genius in hiring will have significant impact for years to come; and

Whereas, she fostered a culture of staff empowerment to the library's great benefit; and

Whereas, her courageous and humane resolution of budgetary issues gifted the library with a more sustainable path for the future; and

Whereas, she has been a proud Rotarian, active participant in Aurora Downtown, and a passionate advocate on the Patient and Family Advisory Council at Rush-Copley; and

Whereas, she is a treasured colleague and mentor; and

Whereas, her good humor and zest for life is an inspiration to her staff; and

Whereas, her collection of rubber duckies charmed and delighted her every visitor, especially children; and

Whereas, her genuine passion for the work and the purpose of the library has been of inestimable value to the community;

Therefore, be it resolved, that this Board of Directors expresses its sincere appreciation to Daisy for her service to the library.

Passed on this day of February 20, 2019 by the unanimous vote of the Board of Directors of the Aurora Public Library.

Jeffry Butler moved, seconded by Melinda Riddick, to approve the Resolution as written.
Motion Carried

RESOLUTION HONORING DAISY PORTER-REYNOLDS APPROVED

On a motion by Andrew Smith, seconded by Eva Serrano, the board voted unanimously to adjourn at 6:55p.m.

All in favor.

Motion carried.

ADJOURNMENT

CERTIFIED TO BE A TRUE COPY

Secretary, Board of Directors

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